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ESSENTIALS

WJ RECORD KEEPING ESSENTIALS

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UNIVERSITY OF MASSACHUSETTS

MINUTES OF MEETING OF TRUSTEE COMMITTEE ON BUILDINGS AND GROUNDS

February 10, 1954, 11:00 a.m., Dr. Bartlett's Office, Boston, Mass.

Chairman Whitmore presiding

PRESENT: Trustees Bartlett, Brett, McDermott, Whitmore, Provost Mather, Treasurer Johnson, Secretary Burke

It was

VOTED: To dispense with reading of the call and reading of the minutes of the last meeting.

Classroom Building

The committee considered architects for the proposed Classroom Building. It was agreed that, in view of the death of Mr. Hampson, a new firm should be selected. The architects previously named as number 2 and number 3 choice for the Classroom Building are heavily loaded with other work. After discussion, it was

Architects

VOTED: To recommend that the Trustees name architects for the proposed Classroom Building in the following order of priority:

1. James A. Britton of Greenfield
2. Adden, Parker, Clinch & Crimp of Boston
3. Perry, Shaw, Hepburn, Kehoe & Dean of Boston

Women's Physical Education Building

The committee examined preliminary plans for the Women's Physical Education Building as a report of progress of the architect (Perry, Shaw, Hepburn, Kehoe & Dean).

Public Health Center

The committee discussed the Public Health Building. Chairman Bartlett pointed out that the lowest construction bid is far in excess of available funds. Treasurer Johnson reported that both the University and the State Department of Health are reviewing their needs in an effort to reduce costs. Both groups will meet with the Division of Building Construction on February 18

1928

UNIVERSITY OF MASSACHUSETTS

and with the architect at a later date.

COMMITTEE

Treasurer Johnson reported that Mr. Nichols, Director of the Division of Building Construction, has offered to provide funds so that the Trustees might prepare a master plan for future physical development of the University and it was

Campus Plan

VOTED: To accept this offer and to thank Mr. Nichols for his efforts in behalf of the University.

The meeting was adjourned at 12:30 p.m.

Secretary

I will _____ be present at the meeting of the

~~will not~~ _____

Trustee Committee on Buildings and Grounds to be held in Dr. Bartlett's Office, 294 Washington Street, Boston on Wednesday, February 10, at 11:00 a.m.

Joseph W Bartlett
Signature

I hereby agree to waive 7 days' notice of the meeting of the Committee on Buildings and Grounds of the Board of Trustees of the University of Massachusetts called to convene for Wednesday, February 10, at 11:00 a.m. at the Office of Dr. Bartlett, 294 Washington Street, Boston, Mass.

Joseph W Bartlett
Signature

I will _____ be present at the meeting of the

~~will not~~ _____

Trustee Committee on Buildings and Grounds to be held in Dr. Bartlett's Office, 294 Washington Street, Boston on Wednesday, February 10, at 11:00 a.m.

_____

Signature

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_____

Signature

I will _____ be present at the meeting of the

will not _____

Trustee Committee on Buildings and Grounds to be held in Dr. Bartlett's Office, 294 Washington Street, Boston on Wednesday, February 10, at 11:00 a.m.

John Ward

Signature

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John Ward

Signature

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~~will not~~ _____

Trustee Committee on Buildings and Grounds to be held in Dr. Bartlett's Office, 294 Washington Street, Boston on Wednesday, February 10, at 11:00 a.m.

Ralph F. Dahn

Signature

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Ralph F. Dahn

Signature

UNIVERSITY OF MASSACHUSETTS

MINUTES OF MEETING OF TRUSTEE COMMITTEE ON FINANCE

February 10, 1954, 12:30 p.m., Dr. Bartlett's Office,
Boston, Mass.

Chairman Bartlett presiding

PRESENT: Trustees Bartlett, Brett, Cashin, McDermott, Whitmore, Provost Mather, Treasurer Johnson, Secretary Burke

It was

VOTED: To dispense with reading of the call and reading of the minutes of the last meeting.

Treasurer Johnson reported that David Buttrick, alumnus and former Trustee of the University, has presented to the Trustees 750 shares of the 7% cumulative preferred stock of the David Buttrick Company of Arlington, Massachusetts (par value $10), the income to be used for scholarships.

In his letter of December 22, 1953, Mr. Buttrick specifies: "For junior, senior, or graduate students majoring in Dairy Industry or Food Technology." It was

Buttrick Scholarship Fund

VOTED: To recommend that the Trustees establish the Buttrick Scholarship Fund as an endowment fund of the University with a principle of $7,500, the value placed on the 750 shares of the 7% cumulative preferred stock of the David Buttrick Company (par value $10 per share) and direct that while the fund is invested in stock of the David Buttrick Company this fund be segregated from the pool investment account, that it be accounted for separately, and that the income therefrom be used in accordance with the terms of the gift. Should the stock be sold or called, the fund shall then be considered and treated as a part of the pool investment account of the Trustees and the income shall be used in accordance with the terms of the gift.

COMMITTEE

Sprague Electric Company Scholarship

The Treasurer said that the Sprague Electric Company of North Adams has presented the University with $500 to match the amount of a scholarship granted by the company to a student in the University. The Sprague Company has announced that it intends to award further sums in this same manner. It was

VOTED: To recommend that the Trustees accept the Sprague Electric Company grant and add this income and any future grants of the same nature to the unrestricted trust funds of the University.

It was

Stocks

Fire Association

VOTED: To recommend that the Trustees authorize the Treasurer, Kenneth W. Johnson, for and on behalf of the Trustees of the University, to subscribe to 36 shares of the common stock of the Fire Association of Philadelphia at $22.50 per share plus one right per share, using the 36 rights belonging to the Trustees of the University of Massachusetts.

The committee discussed the fidelity bond covering employees of the University and questioned its adequacy in view of the increasing sums of money being handled. It was

Blanket Bonds

VOTED: To recommend that the Trustees authorize the Treasurer, Kenneth W. Johnson, to increase the primary commercial blanket liability bond covering all employees of the University to $20,000 because of the increase in state funds, student funds, and endowment funds in the custody of the University.

Securities

The committee reviewed the list of securities in the endowment portfolio. Mr. Haigis, although unable to attend the meeting, sent word that he had examined the list and recommended no change at the present time. After inspection of the list, it was

UNIVERSITY OF MASSACHUSETTS

VOTED: To make no change in security holdings for the present.

The meeting was adjourned at 2:10 p.m.

Secretary

1932

UNIVERSITY OF MASSACHUSETTS

COMMITTEE

I will _____ be present at the meeting of the

~~will not~~ _____

Trustee Committee on Finance to be held in Dr. Bartlett's Office, 294 Washington Street, Boston, Mass. on Wednesday, February 10, at 11:30 a.m.

Joseph W Bartlett
Signature

I hereby agree to waive 7 days' notice of the meeting of the Committee on Finance of the Board of Trustees of the University of Massachusetts called to convene for Wednesday, February 10, at 11:30 a.m. at the Office of Dr. Bartlett, 294 Washington Street, Boston, Mass.

Joseph W Bartlett
Signature

I will _____ be present at the meeting of the

~~will not~~ _____

Trustee Committee on Finance to be held in Dr. Bartlett's Office, 294 Washington Street, Boston, Mass. on Wednesday, February 10, at 11:30 a.m.

A C Butts

Signature

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A C Butts

Signature

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~~will not~~

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Signature

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Signature

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will not _____

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_____
Signature

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_____
Signature

I will _____ be present at the meeting of the

~~will not~~

Trustee Committee on Finance to be held in Dr. Bartlett's Office, 294 Washington Street, Boston, Mass. on Wednesday, February 10, at 11:30 a.m.

Phil Whitmore
Signature

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Philip F. Whitmore
Signature

1933

UNIVERSITY OF MASSACHUSETTS

MINUTES OF MEETING OF TRUSTEE COMMITTEE ON
FACULTY AND PROGRAM OF STUDY

February 16, 1954, 11:30 a.m., Hotel Statler, Boston, Mass.

Chairman Boyden presiding

PRESENT: Trustees Bartlett, Boyden, Miss Buxton, Mrs. McNamara, Provost Mather, Treasurer Johnson, Secretary Burke

It was

VOTED: To dispense with reading of the call and reading of the minutes of the last previous meeting.

Terms of Employment

There was discussion of the need for changing the terms of employment for members of the professional staff of the University in view of the desire of the Trustees to be able to assign staff members to part time resident teaching combined with part time extension service or experiment station or control services work so that the staff may be utilized more effectively in the future. The committee also considered the need for preparing employment forms so that in the future teachers may be employed either on a 9 months or a 12 months' basis. After discussion, it was

VOTED: To recommend that the Trustees approve the following terms of employment for members of the professional staff who will be employed on a calendar year basis.

It was also

VOTED: To recommend that the Trustees approve the following terms of employment for members of the professional staff who will serve for the academic year.

1934

UNIVERSITY OF MASSACHUSETTS

Amherst

COMMITTEE

MEMORANDUM OF APPOINTMENT
(Calendar Year)

Date_____

To

Upon the recommendation of_____

I hereby appoint you to the position of_____

at a salary of_____per year, effective on_____

or as soon thereafter as you report for duty.

If you accept this appointment it will be understood that you agree to the terms of employment as stated on the back of this sheet. Please acknowledge your acceptance on the enclosed form.

_____
President

1935

UNIVERSITY OF MASSACHUSETTS

TERMS OF EMPLOYMENT

1. All appointments to the staff of the University are contingent upon annual appropriations by the Legislature.

2. Appointment to a salaried position is authoritative only when confirmed in writing by the President of the University and according to the terms specified in such confirmation.

3. Appointments to the professional staff, unless otherwise stated, are for one year at a time during the first three years of service. At the end of the third year tenure may be granted by the President which will be effective without reappointment as long as service in and to the University is mutually satisfactory.

4. The annual period of service under this appointment is 12 months, with vacation of one month allowed in each full year of service.

5. Duties may be assigned to the appointee in resident instruction, research, extension teaching, and/or other programs of the University as required.

6. Salaries are paid in 12 equal installments on the first of each month for the preceding month.

1936

UNIVERSITY OF MASSACHUSETTS

Amherst

COMMITTEE

MEMORANDUM OF APPOINTMENT
(Academic Year)

Date_____

To

Upon the recommendation of_____

I hereby appoint you to the position of_____

at a salary of_____per year, effective on_____

or as soon thereafter as you report for duty.

If you accept this appointment it will be understood that you agree to the terms of employment as stated on the back of this sheet. Please acknowledge your acceptance on the enclosed form.

_____
President

1937

UNIVERSITY OF MASSACHUSETTS

OMMITTEE

TERMS OF EMPLOYMENT

1. All appointments to the staff of the University are contingent upon annual appropriations by the Legislature.

2. Appointment to a salaried position is authoritative only when confirmed in writing by the President of the University and according to the terms specified in such confirmation.

3. Appointments to the professional staff, unless otherwise stated, are for one year at a time during the first three years of service. At the end of the third year tenure may be granted by the President which will be effective without reappointment as long as service in and to the University is mutually satisfactory.

4. The annual period of service under this appointment is for the academic year.

5. Duties may be assigned to the appointee in resident instruction, research, extension teaching, and/or other programs of the University as required.

6. Salaries are paid in 12 equal installments on the first of each month.

UNIVERSITY OF MASSACHUSETTS

COMMITTEE

On the recommendation of the Educational Policies Council of the University and after study and discussion, it was

VOTED: To recommend that the Trustees approve the attached new courses of study and changes in the course of study.

New Courses

On the recommendation of the Graduate School Council, it was

VOTED: To recommend that the Trustees approve adoption of the attached new courses of graduate study.

Provost Mather said that when he came to the University, he found that the office of the Dean of Men apparently was empowered to lower the academic grades of students as a penalty for absences from class. He feels that this power is wrongly placed and that only the instruction should determine course grades. The Educational Policies Council of the University has studied this practice and concurs with the Provost that course grades belong to the instructor. After discussion, it was

Student Attendance Regulations

VOTED: To recommend that the Trustees approve the abolition of the practice of decreasing of grade points by the Administration to penalize student absences and approve adoption of the following attendance regulations.

The attendance of students at all regularly scheduled classes at the University of Massachusetts is expected. No administrative control of attendance shall be exercised except as hereinafter provided.

In case of illness, students are to explain their absences directly to their instructors. The mark of a student who has met the requirements of the instructor in making up all his work shall not be reduced because of absence for illness.

ROTC Policy for Transfer Students

Provost Mather said that he has discussed with the ROTC commandant of the Armored Force and of the Air Force the problem of how to integrate transfer students into the ROTC program. It

OMMITTEE

is the feeling of the officers and of the Provost that it is a waste of government money to require sophomore, junior or senior transfer students to take the ROTC program since there is no possibility that they can complete the training required for a commission in less than four years. After discussion, it was

Transfer Students

VOTED: To recommend that the Trustees approve the following policy relative to ROTC training for transfer students:

Students transferring from any other institution not offering ROTC training to the University of Massachusetts who qualify as full-time bona fide sophomores, juniors, or seniors will not be required to take basic ROTC training.

Veterans who enroll under the above stated policy and for whom part or all of the basic training requirements are waived should be given the discretionary right of enrollment in ROTC for progress toward a possible commission.

The committee examined the attached list of appointments, promotions, resignations, death and retirements for the year January 1 through December 31, 1953. The Provost pointed out that all appointments or promotions to the grade of Professor or above have been separately approved by the Trustees and the list of those below the grade of Professor is submitted for the approval of the Trustees in accordance with the By-Laws. It was

Appointments
Promotions
Retirements

VOTED: To recommend that the Trustees accept the list as presented and approve the appointments and promotions listed therein.

The meeting was adjourned at 12:15 p.m.

Secretary

1940

UNIVERSITY OF MASSACHUSETTS

COMMITTEE

NEW UNDERGRADUATE COURSES

Zoology 78 II GENETICS OF ANIMAL POPULATIONS. The principles of the genetics of animal populations with emphasis upon its basic techniques and methods, its goals and contributions. The populations approach to the study of the origin of species and human genetics will also be considered. Prerequisite, Zoology 53 or its equivalent. Permission of the instructor. 1 2-hour lecture-discussion period per week. Credits 2

Bacteriology 96 STUDIES OF SPECIAL MICROBIAL GROUPS. It is the intention in this course to study the biology of certain groups of microorganisms not given consideration, or at the most only briefly mentioned, in other courses offered in the department. The didactic material will cover the autotrophic bacteria, photosynthetic bacteria, actinomycetes, myxobacteria, chlamydobacteria and spirochaetes. The course will consist of lectures, laboratory demonstrations, and literature reviews. Three credits allocated to one lecture and four laboratory hours per week are proposed. 1 hr. lecture, 4 hrs. laboratory Credits 3

Business Administration 73 TAX ACCOUNTING. This course examines the principles of income taxation as applied to individuals and emphasizes the applications of income tax laws in corporate accounting and reports. Prerequisite, Accounting 61. Credits 3

Business Administration 75 PROBLEMS IN INDUSTRIAL MANAGEMENT. An intensive analysis, through study of actual cases, of the problems that confront managers in the manufacturing division of a business. Prerequisite Industrial Administration 63. Credits 3

Business Administration 80 PROBLEMS IN MARKETING. A study of problems of market management, especially the interrelation between research planning, execution of sales programs, and market control. The effects of various marketing policies upon individual firms and upon industry are examined. Prerequisite, Marketing 53 and consent of the instructor. Credits 3

Zoology 64 BIOLOGY OF PROTOZOA. An introduction to the morphology, systematics, physiology, and ecology of Protozoa with consideration of the contributions to the problems of biology made through the study of these organisms. Given in alternate years, beginning 1954-55. 1 lecture hour, 1 2-hour, and 1 3-hour laboratory periods. Prerequisite Zoology 1 and permission of the instructor. Credits 3

Revision of credits in Entomology 85 - Advanced Beekeeping from three (3) to two (2). 1 class hour 1-3 hour laboratory.

Home Economics 63 ARTS AND CRAFTS Introduction to design and execution in crafts particularly adapted to work with children in schools, playgrounds, summer camps; and for any age in recreational leadership and occupational therapy. Opportunity will be offered for work in several of the following: wood and leather work, block printing, finger-painting, etching, knotting, etc.

Credits 3

[illegible]

The following [illegible] of [illegible] and [illegible] by the [illegible] and Council:

[illegible] - [illegible]
[illegible] 1953-54. [illegible] 3 credits

[illegible] - [illegible]
[illegible] 1953-54. [illegible] 3 credits

[illegible] - [illegible]
[illegible] 1953-54. Prerequisite, Geology [illegible] 3 credits

[illegible] - Evaluation in Elementary School.
[illegible] tests, rating scales, report cards, growth charts, readiness measures, and diagnosis of educational deficiency in elementary pupils. (To be taken instead of Education 153 by those training for elementary teaching.). 1953-54 and each alternate year. 2-3 credits

[illegible] 280 - Cooperative Curriculum Planning.
Approved [illegible] of curriculum planning, group work, consensus studies, [illegible] and towns in curriculum development. Prerequisite [illegible] or 160. 1954-55 and each alternate year. 2-3 credits

[illegible] - Elementary School Science.
[illegible] of instruction. 2-3 credits

[illegible] - [illegible] in Remedial Reading.
[illegible] Prerequisite Education [illegible]. 2-3 credits

[illegible] 276 - Taxation.
[illegible] with [illegible] to the economic and social effects of [illegible] taxes and [illegible]. 3 credits

UNIVERSITY OF MASSACHUSETTS, AMHERST, MASSACHUSETTS

List of Professional Appointments, Promotions, Retirements, Resignations

January 1 - December 31, 1953

APPOINTMENTS

Administration

Robert Leavitt, Executive Secretary, Associate Alumni, July 1, 1953

Instruction

Herschel G. Abbott, Instructor in Forestry, September 1, 1953, $3,720
Doris E. Abramson, Instructor in English, February 1, 1953, $3,720
Milton P. Baldauf, Instructor in Food Technology, September 1, 1953, $3,720
Christiane Barthe, Instructor in Romance Languages, September 1, 1953 (1/3 time) $1,240
Theodore L. Batke, Instructor in Chemical Engineering, September 1, 1953, $3,720
Benjamin S. Benjaminov, Instructor in Chemistry, September 1, 1953, (1/2 time), $1,860
Robert F. Biehler, Instructor in Psychology, September 1, 1953, $3,720
Robert M. Boland, Assistant Professor of Music, October 16, 1953, (1/4 time), $1,140
Fred V. Cahill, Jr., Professor of Government, September 1, 1953, $6,180
Dan S. Collins, Instructor in English, September 1, 1953, $3,720
Richard K. Cornfoot, Instructor in Floriculture, September 1, 1953 (1/2 time), $1,860
Edward L. Davis, Instructor in Botany, September 1, 1953, $3,720
Seymour Epstein, Assistant Professor of Psychology, September 1, 1953, $4,560
Dwight E. Erlick, Instructor in Psychology, September 1, 1953, $3,720
William B. Farrington, Instructor in Geology, September 1, 1953, $3,720
Mrs. Helen L. Field, Instructor in Psychology, September 1, 1953, $3,720
Almon S. Fish, Jr., Instructor in Pomology, September 1, 1953, $3,720
Edith C. Forbes, Instructor in Home Economics, September 1, 1953, $3,720
Alice Georgantas, Instructor in Romance Languages, September 1, 1953, (1/3 time), $1,240
Richard M. Gillis, Instructor in Business Administration, September 1, 1953, $3,720
Mrs. Sandra G. Goding, Assistant Physician, October 10, 1953 (1/2 time), $2,940
Leslie G. Goldstein, Instructor in Zoology, September 1, 1953, $3,720
Peter B. Gore, Instructor in French, September 1, 1953, (1/4 time), $930
Mrs. Vilma V. Joe, Instructor in Russian, September 1, 1953, (1/4 time), $930
Jane T. Judge, Instructor in Chemistry, October 1, 1953 (1/2 time), $1,860
John H, Karlson, Assistant Professor of Mechanical Engineering, September 1,1953, $4,560
Carolyn h. Kendrow, Instructor in Chemistry, September 1, 1953, $3,720
David W. Knudsen, Instructor in Electrical Engineering, September 1, 1953, $3,720
Henry Kratz, Jr., Instructor in German, September 1, 1953, $3,720
Lorraine D. Lavallee, Instructor in Mathematics, September 1, 1953, (1/2 time), $1,860
John J. Lawler, Instructor in Electrical Engineering, September 1, 1953 (1/2 time), $1,860
Lowell E. Lingo, Assistant Professor of Electrical Engineering, September 1, 1953, $4,560
Mrs. Gertrude H. McPherson, Instructor in Sociology, September 1, 1953 (1/2 time), $1,860

Mary A. Maher, Professor and Head of Division of Nursing, October 1, 1953, $6,180
Lewis C. Mainzer, Instructor in Government, September 1, 1953, $3,720
J. Paul Mather, Provost, February 1, 1953, $7,980
Clair W. Naylor, Instructor in Mathematics, September 1, 1953, $3,720
August Newlander, Jr., Instructor in Mathematics, September 1, 1953, $3,720
Norton H. Nickerson, Instructor in Botany, September 1, 1953, $3,720
Ann H. O'Donnell, Instructor in Education, February 1, 1953, $3,720
George J. O'Hara, Instructor in Civil Engineering, September 1, 1953 (1/2 time), $1,860
Mrs. Katherine J. Padelford, Assistant Professor of Education, September 1, 1953, (1/3 time), $1,520
P. Albert Perley, Instructor in Animal Husbandry, September 1, 1953, $3,720
Jackson J. Perry, Assistant Professor of Recreation, September 1, 1953 (1/2 time), $2,280
Eduardo I. Pina, Instructor in Mathematics, October 1, 1953 (1/4 time), $930
Edward S. Pira, Instructor in Agricultural Engineering, February 1, 1953, $3,720
Alfred M. Powers, Instructor in Agricultural Engineering, September 1, 1953, $3,720
Mrs. Louise E. Rice, Instructor in Mathematics, September 1, 1953 (1/2 time), $1,860
Thomas E. Rice, Assistant Professor of Geology, October 1, 1953 (1/4 time), $1,140
Newton Y. Robinson, Instructor in Business Administration, September 1, 1953, $3,720
Jerome Rothenberg, Instructor in Economics, September 1, 1953, $3,720
Howard M. Sachar, Instructor in History, September 1, 1953 (1/2 time), $1,860
Robert M. St. Clair, Assistant Professor of Business Administration, September 1, 1953, $4,560
Arnold G. Sharp, Assistant Professor of Civil Engineering, September 1, 1953, $4,560
Benjamin M. Shaub, Instructor in Geology, September 1, 1953 (1/4 time), $930
Henry S. Taube, Instructor in Romance Languages, September 1, 1953, $3,720
Ann M. Yeum, Instructor in Romance Languages, October 5, 1953, (1/3 time), $1,260
John A. Weidhaas, Jr., Instructor in Entomology, September 1, 1953, $3,720
George P. Weidmann, Assistant Professor of Mechanical Engineering, September 1, 1953, $4,560
Thomas O. Wilkinson, Instructor in Sociology, September 1, 1953, $3,720
Karol S. Wisnioski, Instructor in Bacteriology, September 1, 1953, $3,720

EXPERIMENT STATION

Allen B. Barton, Associate Professor, Research, Agricultural Engineering, October 1, 1953, $5,220
Leo P. Beninato, Instructor, Research, Veterinary Science, June 15, 1953, $3,720
Clifford S. Chater, Instructor, Research, Shade Tree Laboratory, May 18, 1953, $3,720
Robert V. Decareau, Instructor, Research, Food Technology, May 1, 1953, $3,720
Elmo J. Fresia, Instructor, Research, Feeds and Fertilizers, November 23, 1953, $3,720
Pearl Kane, Instructor, Research, Home Economics, October 1, 1953, $3,720
Eliot C. Roberts, Assistant Professor, Research, Agronomy, October 1, 1953, $4,560
Robert L. Ticknor, Assistant Professor, Research, Nurseryculture, December 1, 1953, $4,560
Mildred Vander Pol, Instructor, Research, Feeds & Fertilizers, September 15, 1953, $3,720

EXTENSION SERVICE

Winifred I. Eastwood, Professor of Home Economics, January 1, 1953, $6,180
Rosa M. Starkey, Assistant Professor of Home Economics, August 17, 1953, $4,560

PROMOTIONS

Instruction

Lawrence M. Bartlett, Associate Professor of Zoology from Assistant Professor
J. Murray Elliot, Assistant Professor of Animal Husbandry from Instructor
Ralph L. France, Head of Department of Bacteriology from Professor
James M. Ferrigno, Associate Professor of Romance Languages from Assistant Professor
Albert E. Goss, Associate Professor of Psychology from Assistant Professor
John F. Hanson, Associate Professor of Insect Morphology from Assistant Professor
William K. Hofner, Assistant Professor of Business Administration from Instructor
Bronislaw M. Honigberg, Assistant Professor of Zoology from Instructor
Sidney W. Kauffman, Head of Department of Physical Education for Men from Professor
Robert B. Livingston, Professor of Botany from Associate Professor
John B. Longstaff, Associate Professor of Mechanical Engineering from Assistant Professor
Manley Mandel, Assistant Professor of Bacteriology from Instructor
Robert L. Rivers, Assistant Professor of Business Administration from Instructor
Harold W. Smart, Associate Professor of Business Law from Assistant Professor
Marion E. Smith, Assistant Professor of Entomology from Instructor
Mrs. Margaret K. Wilhelm, Assistant Professor of Home Economics from Instructor

Experiment Station

Willia E. Tomlinson, Jr., Associate Professor, Research, Entomology from Assistant Professor

Control Service

Bertram Gersten, Assistant Professor, Research, Feeds and Fertilizers from Instructor

RESIGNATIONS

Instruction

Robert W. Allen, Instructor in Electrical Engineering, July 31, 1953
Richard Atherton, Assistant Professor of Mechanical Engineering, August 31, 1953
Leon A. Bradley, Head of Department of Bacteriology, May 28, 1953 (after leave of absence)
Robert S. Burpo, Jr., Assistant Professor of Physics, February 11, 1953 (After Military Leave)
Joseph D. Campbell, Instructor in Olericulture, August 31, 1953
Ann B. Carlin, Assistant Professor of Education, August 31, 1953
A. George Davis, Instructor in Mathematics, August 31, 1953
Arthur G. Dodge, Jr., Instructor in Forestry, July 31, 1953
Russell E. Dutcher, Instructor in Geology, August 31, 1953
Eugene J. Finnegan, Instructor in Dairy Industry, August 31, 1953
William H. Fitzpatrick, Instructor in Food Technology, March 31, 1953 (after military leave)
Thomas H. Farr, Instructor in Entomology, August 31, 1953
Alexander M. Gruickshank, Instructor in Chemistry, August 31, 1953
William M. Grimshaw, Professor of Recreation, August 31, 1953

Vernon L. Fergerda, Assistant Professor of Economics, July 31, 1953
Joseph Gabryo, Instructor in Civil Engineering, August 31, 1953
Edward D. Hall, Instructor in Chemistry, August 31, 1953
William P. Higgins, Instructor in Chemical Engineering, August 31, 1953
Ahmad H. Khairalla, Instructor in Mathematics, August 31, 1953
Frederick B. Lindstrom, Instructor in Sociology, August 31, 1953
Marian J. Liotta, Instructor in Romance Languages, August 31, 1953
Oscar I. Litoff, Assistant Professor of Mathematics, August 31, 1953
Walter B. MacGrath, Instructor in Zoology, July 31, 1953
William I. Matthews, Instructor in Government, August 31, 1953
Ralph G. Mitchell, Instructor in Animal Husbandry, August 31, 1953
Valdemars Punga, Instructor in Mathematics, August 31, 1953
Eugene C. Putala, Instructor in Botany, August 31, 1953
Cedric W. Richards, Assistant Professor of Civil Engineering, August 31, 1953
Alexander A. Robertson, Assistant Professor of Bacteriology, August 31, 1953
Nathaniel H. Sage, Instructor in Geology, July 31, 1953
William W. Saunders, Instructor in Psychology, August 31, 1953
Edwin K. Scherpp, Assistant Professor of Business Administration, August 31, 1953
Oddvar Solstad, Instructor in Chemical Engineering, August 31, 1953
Aaron J. Spector, Instructor in Psychology, August 31, 1953
Frederick P. Stephan, Instructor in Agricultural Economics, January 31, 1953
Paul W. Stickel, Assistant Professor of Forestry, February 5, 1953
Irving Telling, Instructor in History, July 31, 1953
James T. Timberlake, Assistant Professor of Animal Husbandry, August 31, 1953
Wallace W. Turner, Assistant Physician, June 30, 1953
Arthur L. Wannlund, Jr., Assistant Professor of Physics, August 31, 1953
Terrance R. Wilbur, Instructor in German, August 31, 1953
Judith Yegelwel, Instructor in Romance Languages, August 31, 1953

Experiment Station

Stephen E. Mitchner, Professor, Research, Veterinary Science, June 30, 1953
Antonio Lopez, Associate Professor, Research, Food Technology, February 28, 1953
Gladys H. Murphy, Instructor, Research, Home Economics, August 31, 1953
John L. Parsons, Instructor, Research, Agronomy, June 29, 1953
Gilbert Reising, Jr., Instructor, Research, Poultry Disease, September 30, 1953
Richard J. Stadtherr, Assistant Professor, Research, Nurseryculture, September 18,1953

Control

Joseph A. Bart, Instructor, Research, Feeds and Fertilizers, October 7, 1953
Robert T. Wetherbee, Assistant Professor, Research, Feeds and Fertilizers, July 31,1953

Extension Service

Anthony W. Sylstra, Professor, Extension, Poultry Pathology, February 28, 1953
Frank Wright, Assistant Professor, Extension, Animal Husbandry, July 31, 1953

DEATH

George F. Pushee, Assistant Professor of Agricultural Engineering, May 19, 1953

RETIREMENTS

Harold M. Gore, Head of Department of Physical Education for Men, Sept. 30, 1953
Gay T. Klein, Extension Professor of Poultry Husbandry, August 31, 1953
William L. Machmer, Dean, January 31, 1953

1941

UNIVERSITY OF MASSACHUSETTS

MINUTES OF MEETING OF TRUSTEE COMMITTEE ON
BUILDINGS AND GROUNDS

March 31, 1954, 10:30 a.m., Butterfield Dormitory

Trustee Brett presiding

PRESENT: Trustees Bartlett, Brett, Taber,
Treasurer Johnson, Secretary Burke

It was

VOTED: To dispense with reading of the call and reading of the minutes of the last meeting.

Theta Chi Fraternity

There was discussion of the recapture clause in the deed of sale of land to Theta Chi Fraternity. This sale occurred many years ago from the Trustees of the University to the fraternity. The fraternity is now making plans for an addition to the house and the Amherst Savings Bank feels that it cannot make a mortgage loan because of this recapture provision. The bank would be satisfied if the Trustees could release the fraternity from this recapture right to have the fraternity grant a purchase option to protect the University. After discussion, it was

VOTED: To recommend that the Trustees rescind the recapture provision in the deed of sale of land to the Theta Chi Fraternity and in its place acquire a purchase option from the fraternity, this recommendation being subject to the approval of the necessary legal documents by the Chairman of the Board and the approval of the Attorney General.

Master Plan

Treasurer Johnson said that representatives from two outstanding Massachusetts landscape planning firms, Shurcliff and Shurcliff, and Olmsted Brothers were on the campus Monday and Tuesday of this week. The representatives were interviewed by the

Provost, the Treasurer, the Secretary, Mr. Brehm, Superintendent of Buildings and Grounds, and Professors Otto and Blundell of the Landscape Architecture Department.

COMMITTEE

Campus Plan

Mr. Johnson said that the campus group almost unanimously favored the Shurcliff firm.

The Trustees examined written statements prepared by both firms listing their qualifications and work they have done. After discussion, it was

VOTED: To recommend that the Trustees request the Division of Building Construction to employ the firm of Arthur A. Shurcliff and Sidney N. Shurcliff to prepare a master plan for the campus of the University with the understanding that the plan shall be extended to include such land areas as may be needed for the proper development of the University in the future.

Paige Laboratory Annex - remodeling

Treasurer Johnson said that the University has available $22,000 for the remodeling of the old Paige Laboratory Annex. Paige Laboratory has been renamed Munson Hall and is now headquarters for the Extension Service of the University. The annex in the rear is not now in use, having been recently abandoned by the Veterinary Science Department. Earlier the Trustees had agreed to have the building remodeled for use as a mimeograph and multilithing room and for storage of publications of the Extension Service. This centralized duplicating service will take care of the entire campus as well as the Extension Service.

Mr. Johnson said that originally it had been planned that Mr. Brehm would prepare plans for the necessary remodeling. However, because of a vacancy in a position of Junior Engineering Aide, he has been unable to have blueprints made and it now seems

necessary to employ outside architects. After discussion, it was

VOTED: To recommend that the Trustees request the Commission on Administration and Finance to employ the firm of McClintock and Craig of Springfield for preparation of plans for remodeling of the old Paige Laboratory Annex.

Bowker Auditorium - remodeling

The committee examined plans prepared by McClintock and Craig of Springfield for the renovation of Bowker Auditorium. The renovation includes enlargement of the stage and dressing room facilities, new wiring and lighting, new seats, new projection booth, and refurbishing. Also included are certain exits required by the Department of Public Safety. Total appropriation for this work amounts to $236,000. After examination of the plans and specifications, the committee

VOTED: To recommend that the Trustees accept the plans for remodeling of Bowker Auditorium as presented by McClintock and Craig.

The committee then visited the new Dining Commons, Leach and Crabtree dormitories, and Wilder Hall. After inspection of the buildings, it was

Leach and Crabtree Houses

VOTED: To recommend that the Trustees accept Leach and Crabtree dormitories as completed March 31, 1954 subject to the repair or replacement of a portion of the basement floor in both buildings in a manner satisfactory to the Business Manager of the University.

The committee

Dining Commons

VOTED: To recommend that the Trustees accept the Dining Commons as completed February 10, 1954 subject to correction of the following deficiencies to the satisfaction of the Treasurer of the University:

1. Adjustment of refrigeration.
2. Replacement of ventilating panel in snack bar.

1944

C

COMMITTEE

Wilder Hall

C
P

UNIVERSITY OF MASSACHUSETTS

The committee

VOTED: To recommend that the Trustees accept the installation of new lighting in Wilder Hall as completed in accordance with the plans and specifications as of February 19, 1954.

The meeting was adjourned at 2:00 p.m.

Secretary

UNIVERSITY OF MASSACHUSETTS

MINUTES OF MEETING OF EXECUTIVE COMMITTEE

April 13, 1954, 11:00 a.m., Dr. Bartlett's Office, Boston, Mass.

Chairman Bartlett presiding

PRESENT: Trustees Bartlett, Brett, Cashin, Whitmore, Provost Mather, Treasurer Johnson, Secretary Burke

It was

VOTED: To dispense with reading of the call and reading of the minutes of the last meeting.

The committee discussed arrangements for the Men's Dormitory to be constructed by the Massachusetts Building Association as previously requested by the Board. Chairman Bartlett pointed out that the bonds were to be amortized over a period of 25½ years with annual payments of $24,500 per year. The first payment is to be made on August 10, 1955 and would cover the year beginning October 1, 1955. After discussion, and with Trustee Brett excused from voting, it was

Men's Dormitory

VOTED: That the form of lease from The Commonwealth of Massachusetts to University of Massachusetts Building Association of a parcel of land for the erection of one student dormitory, all pursuant to Acts of 1939, Chapter 388, as amended or supplemented by Acts of 1945, Chapter 390, by Acts of 1946, Chapter 352, by Acts of 1948, Chapter 185, by Acts of 1950, Chapter 414, by Acts of 1952, Chapter 211, and by Acts of 1953, Chapter 356, be and hereby is approved as presented to this meeting; and that the Trustees of the University of Massachusetts, or a majority thereof, be and hereby are authorized, in the name and on behalf of The Commonwealth of Massachusetts, to execute, acknowledge and deliver, in or substantially in the form presented to this meeting, said lease of land from the Commonwealth to the Association and to cause the common seal of the University of Massachusetts to be affixed thereto.

It was

COMMITTEE

VOTED: That the form of lease of one student dormitory by University of Massachusetts Building Association to The Commonwealth of Massachusetts pursuant to Acts of 1939, Chapter 388, as amended or supplemented by Acts of 1945, Chapter 390, by Acts of 1946, Chapter 352, by Acts of 1948, Chapter 185, by Acts of 1950, Chapter 414, by Acts of 1952, Chapter 211, and by Acts of 1953, Chapter 356, said building to be erected by said Association on a parcel of land to be leased to it by the Commonwealth, be and hereby is approved as presented to this meeting; and that the Trustees of the University of Massachusetts, or a majority thereof be and hereby are authorized, in the name and on behalf of the Commonwealth of Massachusetts to execute, acknowledge and deliver, in or substantially in the form presented to this meeting, said lease of one dormitory from said Association to the Commonwealth and to cause the common seal of the University of Massachusetts to be affixed thereto.

Trustee Whitmore, as Chairman of the Committee on Buildings and Grounds, reported on the meeting of that committee which took place March 31, 1954 at the University.

Theta Chi Fraternity

The Executive Committee considered the recommendation from the Committee on Buildings and Grounds that the Trustees rescind the recapture provision in the deed of sale of land to the Theta Chi Fraternity and in its place acquire a purchase option from the fraternity. There was lengthy discussion as to how the University might protect its interest and at the same time provide a clear title so that the Theta Chi Fraternity could get a mortgage loan from an Amherst bank. No action was taken and it was left that the matter would be further explored by Chairman Bartlett's office.

UNIVERSITY OF MASSACHUSETTS

On the recommendation of the Trustee Committee on Buildings and Grounds, it was unanimously

Master Plan

VOTED: To request the Division of Building Construction to employ the firm of Arthur A. Shurcliff and Sidney N. Shurcliff to prepare a master plan for the campus of the University with the understanding that the plan should be extended to include such land areas as may be needed for the proper development of the University in the future.

On the recommendation of the Committee on Buildings and Grounds, it was

Paige Laboratory Annex

VOTED: To request the Commission on Administration and Finance to employ the firm of McClintock and Craig of Springfield for preparation of plans for remodeling of the old Paige Laboratory Annex.

On the recommendation of the Committee on Buildings and Grounds, it was

Bowker Auditorium

VOTED: To accept the plans for remodeling of Bowker Auditorium as presented by McClintock and Craig.

On the recommendation of the Committee on Buildings and Grounds, it was

Leach and Crabtree Dormitories

VOTED: To accept Leach and Crabtree dormitories as completed March 31, 1954 subject to the repair or replacement of a portion of the basement floor in both buildings in a manner satisfactory to the Business Manager of the University.

On the recommendation of the Committee on Buildings and Grounds, it was

Dining Commons

VOTED: To accept the Dining Commons as completed February 10, 1954 subject to correction of the following deficiencies to the satisfaction of the Treasurer of the University.

1. Adjustment of refrigeration.
2. Replacement of ventilating panel in snack bar.

1948

UNIVERSITY OF MASSACHUSETTS

On the recommendation of the Committee on Buildings and Grounds, it was

COMMITTEE

Wilder Hall

VOTED: To accept the installation of new lighting in Wilder Hall as completed in accordance with the plans and specifications as of February 19, 1954.

The meeting was adjourned at 1:30 p.m.

Secretary

Chairman

OMMITTEE

UNIVERSITY OF MASSACHUSETTS

MINUTES OF MEETING OF EXECUTIVE COMMITTEE

April 29, 1954, 9:00 a.m., Dr. Bartlett's Office, Boston, Mass.
Chairman Bartlett presiding

PRESENT: Trustees Bartlett, Brett, Whitmore, Provost Mather, Treasurer Johnson, Secretary Burke

Chairman Bartlett said that as requested at the meeting of the Executive Committee on April 13, 1954, his office had worked out the form of an agreement concerning the Theta Chi mortgage. He said that the agreement is satisfactory to the Amherst Savings Bank and that it continues to protect the interests of the University concerning the possible reacquisition of the Theta Chi property in the event it should pass from its present ownership. After discussion, it was

Theta Chi Fraternity

VOTED: That this Committee approve an Agreement with Amherst Savings Bank designated a "Subordination Agreement" and in the form presented to this meeting; in which the trustees agree to subordinate the right to repurchase contained in a deed dated July 20, 1935 and recorded with Hampshire County Registry of Deeds, Book 908, Page 433 to a mortgage from Theta Corporation of Theta Chi Fraternity and in which Amherst Savings Bank agrees not to foreclose said mortgage without providing the trustees an opportunity during a period of sixty days, to pay the amount then due thereon and to receive therefor an assignment of said mortgage; that such Agreement, to be effective, shall be signed in duplicate by a majority of all of the trustees and may be acknowledged by any one of them; that the Secretary shall obtain the approval to said Agreement of the Governor and Council and of the Attorney General; and that the Treasurer be and he hereby is authorized and directed to deliver one copy of said Agreement signed, acknowledged and approved as aforesaid and signed and acknowledged on behalf of Amherst Savings Bank to said bank.

1950

UNIVERSITY OF MASSACHUSETTS

The meeting was adjourned at 9:30 a.m.

COMMITTEE

Secretary

Chairman

I hereby agree to waive 7 days' notice of the meeting of the Executive Committee of the Board of Trustees of the University of Massachusetts held Thursday, April 29, 1954 at 9:00 a.m. at the office of Dr. Bartlett, 294 Washington Street, Boston, Mass.

Joseph W Bartlett
Signature

Date: April 7, 1954

best use for these monies in support of Massachusetts agriculture. At least 20% of the new funds must be used for activities in connection with marketing. In general the Director indicated that about two-thirds of the new money would be used for the employment of new persons in various grades and the remaining one-third would be used for supplies, equipment and other expenses.

There was discussion as to whether the new positions should be provided for at the minimum salary rate in each grade from Federal funds, with the State to pay subsequent step-rate increases, or whether Federal funds should be committed for the average salaries when the employees have received step-rate increases in future years.

1950

UNIVERSITY OF MASSACHUSETTS

I hereby agree to waive 7 days' notice of the meeting of the Executive Committee of the Board of Trustees of the University of Massachusetts held Thursday, April 29, 1954 at 9:00 a.m. at the office of Dr. Bartlett, 294 Washington Street, Boston, Mass.

Frank L Boyden
Signature

Date: May 7, 1954

best use for these monies in support of Massachusetts agriculture. At least 20% of the new funds must be used for activities in connection with marketing. In general the Director indicated that about two-thirds of the new money would be used for the employment of new persons in various grades and the remaining one-third would be used for supplies, equipment and other expenses.

There was discussion as to whether the new positions should be provided for at the minimum salary rate in each grade from Federal funds, with the State to pay subsequent step-rate increases, or whether Federal funds should be committed for the average salaries when the employees have received step-rate increases in future years.

1950

I hereby agree to waive 7 days' notice of the meeting of the Executive Committee of the Board of Trustees of the University of Massachusetts held Thursday, April 29, 1954 at 9:00 a.m. at the office of Dr. Bartlett, 294 Washington Street, Boston, Mass.

Signature

Date: May 6, 1954

[illegible] been working since July of 1953 to determine the best use for these monies in support of Massachusetts agriculture. At least 20% of the new funds must be used for activities in connection with marketing. In general the Director indicated that about two-thirds of the new money would be used for the employment of new persons in various grades and the remaining one-third would be used for supplies, equipment and other expenses.

There was discussion as to whether the new positions should be provided for at the minimum salary rate in each grade from Federal funds, with the State to pay subsequent step-rate increases, or whether Federal funds should be committed for the average salaries when the employees have received step-rate increases in future years.

1950

I hereby agree to waive 7 days' notice of the meeting of the Executive Committee of the Board of Trustees of the University of Massachusetts held Thursday, April 29, 1954 at 9:00 a.m. at the office of Dr. Bartlett, 294 Washington Street, Boston, Mass.

Philip F. Whitmore
Signature

Date: May 7, 1954

best use for these monies in support of Massachusetts agriculture. At least 20% of the new funds must be used for activities in connection with marketing. In general the Director indicated that about two-thirds of the new money would be used for the employment of new persons in various grades and the remaining one-third would be used for supplies, equipment and other expenses.

There was discussion as to whether the new positions should be provided for at the minimum salary rate in each grade from Federal funds, with the State to pay subsequent step-rate increases, or whether Federal funds should be committed for the average salaries when the employees have received step-rate increases in future years.

1950

I hereby agree to waive 7 days' notice of the meeting of the Executive Committee of the Board of Trustees of the University of Massachusetts held Thursday, April 29, 1954 at 9:00 a.m. at the office of Dr. Bartlett, 294 Washington Street, Boston, Mass.

Signature

Date: 6/10/54

best use for these monies in support of Massachusetts agriculture. At least 20% of the new funds must be used for activities in connection with marketing. In general the Director indicated that about two-thirds of the new money would be used for the employment of new persons in various grades and the remaining one-third would be used for supplies, equipment and other expenses.

There was discussion as to whether the new positions should be provided for at the minimum salary rate in each grade from Federal funds, with the State to pay subsequent step-rate increases, or whether Federal funds should be committed for the average salaries when the employees have received step-rate increases in future years.

1951

MMITTEE

UNIVERSITY OF MASSACHUSETTS

MINUTES OF MEETING OF TRUSTEE COMMITTEE ON AGRICULTURE AND HORTICULTURE

April 29, 1954, 9:30 a.m., Dr. Bartlett's Office, Boston, Mass.

Chairman Brett presiding

PRESENT: Trustees Brett, Bartlett, Brown, Crowley, Hawes, Whitmore, Provost Mather, Treasurer Johnson, Director Sieling, Director Dayton, Secretary Burke

It was

VOTED: To waive reading of the call and the minutes of the last meeting.

Federal Funds - additional for research and extension

Dr. Sieling said that the United States Congress is likely to increase the Federal funds available for research and extension programs in Massachusetts possibly to the extent of $140,000 additional. At the present time the University receives approximately $412,000 per year for research and extension from Federal sources. He said that he has been working since July of 1953 to determine the best use for these monies in support of Massachusetts agriculture. At least 20% of the new funds must be used for activities in connection with marketing. In general the Director indicated that about two-thirds of the new money would be used for the employment of new persons in various grades and the remaining one-third would be used for supplies, equipment and other expenses.

There was discussion as to whether the new positions should be provided for at the minimum salary rate in each grade from Federal funds, with the State to pay subsequent step-rate increases, or whether Federal funds should be committed for the average salaries when the employees have received step-rate increases in future years.

UNIVERSITY OF MASSACHUSETTS

COMMITTEE

It was the sentiment of the committee that the entire average cost of the salaries should be met from Federal money. Under the Massachusetts salary system, individuals must be hired at a fixed minimum salary in each grade. There are step-rate increases at the beginning of the second, third, fourth and fifth years and another step at the beginning of the eighth and the beginning of the twelfth years of employment. As a practical matter, it would not be possible for the Director to reserve Federal funds to take care of step-rate increases that would occur in the twelfth year. In practice because of normal turnover, the average salary might work out to be the salary rate of the third, fourth, fifth or sixth year.

Salaries

It was agreed that Director Sieling would check his present payrolls and determine where the average salary of his present employees now falls. If this should be in the fifth year or the sixth year for example, he would then plan to reserve Federal funds so that he could, as the new program progresses, provide salaries for the new employees from Federal funds at the fifth or sixth year rate. Meantime in the first year the individual would actually receive the minimum of his grade and the Director would expend the difference between the minimum salary and the amount reserved for future salaries for supplies, or equipment or other desirable and needed purposes.

Reorganization Plan

Provost Mather pointed out that the reorganization plan will probably be approved by the Legislature. The agricultural employees involved in the reorganization plan are paid in three

different ways - some receive all Federal funds, some receive all State funds, and some receive a combination of State and Federal funds. However, all three groups are State employees and the amounts of their salaries are fixed by the Trustees and by State regulations. The essence of the reorganization plan is to provide flexibility so that men now employed entirely on research may do some extension work or some teaching and a teacher or extension worker might do research.

If an individual now doing full time research or full time extension receives all Federal funds, he will not be permitted under Federal regulations to do part time teaching. In order to gain the desired flexibility, it will be necessary to redistribute State and Federal funds among the individuals involved and it will be the intent of the administration to work out, within the salaries approved by the Board, a distribution of State and Federal funds that will provide flexibility for the reorganization plan. Such redistribution will require approval of the Commission on Administration and Finance.

After discussion, the committee

VOTED: To recommend that the Trustees authorize the administration to accept such new Federal funds as may be made available beginning July 1, 1954 and to establish suitable projects for the expenditure of the Federal funds and to carry out the work so planned.

The committee further

VOTED: To recommend that the Trustees authorize the establishment of such new positions as are needed to carry out the new agricultural programs with the salaries to be paid from Federal funds up to the normal turnover rate now prevailing at the University.

It was

COMMITTEE

VOTED: To recommend that the Trustees authorize the administration to work out with the proper authorities the redistribution of State and Federal funds as applied to salaries in the University so as to provide the flexibility needed to carry out both the new Federally supported programs and the reorganization program approved by the Board.

Provost Mather and Director Sieling said that with the passage of the reorganization plan and the raising of salaries of the agricultural group who are or will be on a 12 months' basis of employment, it seems desirable to limit the amount of outside work which may be done for pay by such employees. Service in agriculture is different from service in other schools of the University in that it has been commonly regarded as a required public service and that it necessarily commands the whole time of the individual who is employed on a 12 months' basis. After discussion, it was

VOTED: To recommend that the Trustees approve the following terms of employment for members of the professional staff in Agriculture and Horticulture who will be on a 12 months' basis.

Land

The Provost and Director discussed generally the future land needs of the School of Agriculture. They pointed out that with the growth of the University much of the land formerly used for farm or experimental purposes has been encroached on by buildings, and other facilities. There are two privately-owned farms abutting the University. One is now on the market and the other may be placed on the market soon. One farm has about 50 acres and is priced at $100,000. This farm is not especially suited for agricultural use but part of it could be used for orchards and all of it might eventually be needed for general University purposes.

The other farm contains about 44 acres and is priced at $55,000. It is excellent land for the purpose of vegetable growing and other non-orchard farm uses.

Chairman Brett raised question as to whether the University has carefully considered its land needs for farming. He asked whether a large amount of farming is done at the University just because it has been so done in the past and whether the University might make greater use of private farms for research purposes.

No decision was made as to the acquisition of additional land. The administration was requested to investigate the matter of land needs further and also the possibility of acquiring the two farms mentioned at a lower price and to report further at the budget meeting of the Board.

Director Sieling said that with the development of the School of Engineering and the need for access roads to the school, it will be necessary to move some of his present farm barns and service buildings. The new locations of these buildings depends upon the direction in which his farm lands will go.

Cranberry Industry

Chairman Brett said that the University has been a member of the New England Cranberry Cooperative Group since 1911. This cooperative has serviced the University's bog at Wareham, has operated it, provided labor, harvested the berries and paid the University as a member of the cooperative for the harvested berries less the amount expended in servicing the bog. Income from the group has amounted to a total of $25,000 or $30,000 over the past five years. Payments are made both in cash and in stock or

COMMITTEE

stock dividends. The New England Cooperative has now been taken over by the National Cranberry Association, also a cooperative, and it is questionable as to whether the University should continue the harvesting and servicing arrangements. Proper State procedures call for inviting bids on the open market to concerns who would harvest the crop from the vines and pay cash for the berries. There are a number of independent contractors who can do this work. A cooperative (and there is only one) cannot bid on a competitive basis. After discussion, it was

VOTED: To recommend that the Trustees discontinue arrangements with the National Cranberry Association and in the future have its cranberry crop harvested by inviting bids from independent contractors.

The meeting was adjourned at 12:45 p.m.

Secretary

THE UNIVERSITY OF MASSACHUSETTS
[illegible]

School of Agriculture and Horticulture

MEMORANDUM OF APPOINTMENT

(Calendar Year)

Date_____

To

Upon the recommendation of_____

I hereby appoint you to the position of_____

at a salary of _____per year, effective on_____

or as soon thereafter as you report for duty.

If you accept this appointment it will be understood that you agree to the terms of employment as stated on the back of this sheet. Please acknowledge your acceptance on the enclosed form.

_____
President

TERMS OF EMPLOYMENT

1. All appointments to the staff of the University are contingent upon annual appropriations by the Legislature.

2. Appointment to a salaried position is authoritative only when confirmed in writing by the President of the University and according to the terms specified in such confirmation.

3. Appointments to the professional staff, unless otherwise stated, are for one year at a time during the first three years of service. At the end of the third year tenure may be granted by the President which will be effective without reappointment as long as service in and to the University is mutually satisfactory.

4. The annual period of service under this appointment is 12 months, with vacation of one month allowed in each full year of service.

5. Duties may be assigned to the appointee in resident instruction, research, extension teaching, and/or other programs of the University as required.

6. Salaries are paid in 12 equal installments on the first of each month for the preceding month.

7. Except under circumstances approved by the President, the following limitations pertaining to professional employment outside your regular work will apply:

   a. You may not accept outside assignments or employment for pay within the Commonwealth in any capacity related to your professional employment.

   b. You may be permitted under specific arrangements approved by the Dean to accept employment or assignments for pay outside the Commonwealth in the capacity related to your professional employment.

   c. As a public service responsibility, you may accept without pay or perquisite, and with the approval of the Dean, offices in agricultural organizations related to your professional assignment.

MMITTEE

UNIVERSITY OF MASSACHUSETTS

MINUTES OF MEETING OF TRUSTEE COMMITTEE ON FACULTY AND PROGRAM OF STUDY

May 11, 1954, 10:00 a.m., Hotel Statler, Boston, Mass.

Trustee Desmond presiding in the absence of Chairman Brett

PRESENT: Trustees Desmond, Bartlett, Miss Buxton, Crowley, Mrs. McNamara, Provost Mather, Treasurer Johnson, Secretary Burke

It was

VOTED: To dispense with reading of the call and reading of the minutes of the last meeting.

Provost Mather explained the procedure by which curricular changes are brought about. Proposed new courses or changes in old courses are initiated at the department level, are discussed by special committees in each school of the University and are then passed upon by the University Course of Study Committee.

Where policy matters are involved, the programs are reviewed by the Educational Policies Council of the University. After that the programs must receive approval of the Provost and President before being brought to the Trustees.

Changes in the graduate curriculum are also initiated in the departments, are acted upon by the Graduate School Council and must receive the approval of the Provost and President.

The committee then discussed a series of curricular recommendations brought to the Trustees through this process. After questions and discussion, it was

VOTED: To recommend that the Trustees approve the following new courses and changes in courses.

New Courses

1958

UNIVERSITY OF MASSACHUSETTS

COMMITTEE

That the Mathematics Department be permitted to experiment with six sections in a freshman Mathematics course for Liberal Arts majors for one year beginning September 1954, with course descriptions as follows:

Mathematics 1. Introductory Mathematics I. Basic set-theoretic and axiomatic concepts, number systems and equations. A study of elementary functions, algebraically and by the methods of analytic geometry.

Mathematics 2. Introductory Mathematics II. A terminal course intended for students whose curriculum calls for just one year of Mathematics. A continuation of Mathematics 1, including topics from the calculus, statistics and mathematics of finance.

Mathematics 4. Introductory Mathematics IV. A continuation of Mathematics 1 for those students intending to take further courses in Mathematics. Analytic geometry and trigonometry.

That Landscape Architecture majors be permitted to take Chemistry I followed by Botany I rather than a full year of Chemistry.

That Government 25 be redefined to read as follows: Government
CHANGE 25 I and II AMERICAN GOVERNMENT "A study of principles, machinery, dynamics, and problems of American Government."

That Government 52 EUROPEAN GOVERNMENT become Government 26
CHANGE EUROPEAN GOVERNMENT. "A study of the politics and institutions of Great Britain, France, U.S.S.R. and other European countries".

That Government 28 STATE AND LOCAL become Government 54 STATE
CHANGE GOVERNMENT. "A study of state politics, organization and functions, with emphasis on the role of the state in our Federal system" to alternate with: Government 64 MUNICIPAL GOVERNMENT.

CHANGE That Government 67 become Government 70 for schedule convenience.

Government 73. COMPARATIVE GOVERNMENT "A functional analysis
NEW of contemporary governments with special attention to the ideology, structure, and dynamics of political parties. Pre-requisite Government 26.

Government 76 PUBLIC OPINION IN POLITICS "A study of opinion
NEW and communication as aspects of the political process with emphasis upon communication through mass media. Examination of the relations between mass attitudes and communication and political institutions and the formation of public policy."

NEW — I. E. 56. ENGINEERING ECONOMY. This course includes the study of the bases for comparison of alternatives in engineering projects, break even and minimum cost points, evaluation of proposals for new activities, economy of operations, the evaluation of public activities, the output and life of typical items of engineering and industrial equipment, manufacturing lot sizes, economic purchase quantities, the selection and replacement of structures and machines. 3 class hours, Prerequisites Ec. 25, Math. 6 or Math. 29. Credit 3

CHANGE — That Home Economics 54 NUTRITION - for non-majors - credit be increased from 2 credits to 3.
Same catalogue write-up.

CHANGE — That Home Economics 60 HOUSEHOLD EQUIPMENT, now a 3 credit course be changed to two 2 credit courses as follows:

Home Ec. 60 HOUSEHOLD EQUIPMENT. A study of selection, care, and operation of household equipment and the mechanical principles involved. Actual work with equipment and field trips are included.
1 class hour, 1 3-hour laboratory Credit 2

Home Ec. 61 DEMONSTRATION TECHNIQUES. Emphasis is given to the purposes and techniques of demonstration both in preparation of food and the use of equipment, with application to teaching, extension, and business. 2 2-hour laboratory, Prerequisites, Home Ec. 30 and 51. Credit 2

NEW — Geology 60. PRINCIPLES OF PHYSICAL GEOGRAPHY. A systematic study of the world's physiographic provinces, climate, vegetation, soils, mineral resources and their effects upon mankind. The geographic relationships to land forms will be stressed.
3 class hours. Credit 3

NEW — Food Technology 98. (II) Sensory Evaluation Methods. - An introduction to sensory measurements in the evaluation and acceptance of foods. Panel tests and their statistical interpretation; taste, odor, color, and texture measurements; application to food quality control and grading. Open to seniors only.
1 Class hour; 1 2-hour laboratory period Credit 2

NEW — Forestry 62 (II). The Management and Uses of Farm Forests. A study of the production of wood as a crop from forest land associated with farm enterprise. Silvicultural methods to improve wood quality and increase quantity; the measurement of timber volumes and growth rates; the grading, measurement, and use of forest products. Open to non-majors only.
2 Class hours; 1 4-hour laboratory Credit 3

9

CHANGE Animal Husbandry 73 was 1 2-hour lecture periods and 2 2-hour laboratory periods and students receive 4 credits. It is recommended that the course be changed according to the following description. Under the proposed change the same course will be taught over two semesters involving the same total hours but earning 6 credits. Heretofore, the student received only 4 credits for 6 credits worth of effort. This proposal has been reviewed by the School of Agriculture and Horticulture Course of Study Committee, and approved by a vote of Heads of Departments of the School.

Animal Husbandry 77. (I) 78 (II) Dairy Cattle Production. - This is an intensive course covering all phases of dairy cattle and milk production. It affords an opportunity to seek the solution to the economic, nutritional, genetic, and managerial problems concerned in successful dairying.
2 Class Hours; 1 2-hour laboratory period Credit 3

CHANGE Forestry 66. Wood Anatomy and Identification. - To Forestry 25. Wood Anatomy and Identification.

Forestry 52. Aerial Photogrammetry. - To Forestry 71. Aerial Photogrammetry.

CHANGE Electrical Engineering 91 from first semester to second with change in number and write-up as follows:

E.E. 90 (II) SERVOMECHANISMS I. - A study of the basic types of error-sensitive control systems; proportional, derivative, and integral controllers; transient behavior and frequency response; corrective methods; criteria for satisfactory operation; practical electrical and mechanical systems.
3 Class hours; 1 3-hour laboratory period
Prerequisite, Electrical Engineering 57 or Mechanical Engineering 85. Credit 4

CHANGE Electrical Engineering 82 from second to first semester, with credit reduced from 5 to 4, and with change in number and write-up as follows:

E.E. 87 (I) POWER APPLICATIONS IN INDUSTRY. (Previously E.E. 82, Power Application in Industry) - A study of applications of electric machines and their controls, power requirements, types of drive, torque relations, speed of response, control systems, selsyn systems.
3 Class hours, 1 3-hour laboratory period.
Prerequisite, Electrical Engineering 54. Credit 4

CHANGE Electrical Engineering 80 from 5 to 4 credits.

9

NEW

E. E. 78 SPECIAL PROJECTS. A laboratory course, associated with a selected technical elective (as approved by the student's major advisor), in which the student carries out a study or project of particular interest to himself, with a minimum of supervision, and wherein he is expected to learn to do independent work. A written report is required at the conclusion of the project.
1 3-hour laboratory period per week.
Prerequisite, suitable technical elective concurrently. Credit 1

CHANGE

Psychology 92. That clinical Psychology be given as two one-hour lecture periods plus one two-hour laboratory instead of the three one-hour lecture periods as at present.

NEW

Speech 62 ADVANCED RADIO PRODUCTION. An advanced course in broadcasting to provide practice in preparing and producing radio talks, radio plays and documentary programs.
2 class hours 1 2-hour laboratory
Prerequisite Speech 61. Credit 3

It was

VOTED: To recommend that the Trustees approve the following new graduate courses in Sociology:

New Graduate Courses

NEW

Sociology 200 SPECIAL PROBLEM. - A special project in Sociology which may serve in lieu of thesis.
Prerequisite Sociology 179, or equivalent. Credit 3-6

NEW

Sociology 298. INTERNSHIP. - Supervised training and practice in the administration of a state correctional institution or organization. Students chosen for this training will serve with one of the following: Women's Reformatory (Framingham), Dem's Reformatory (Concord), The Bureau of Classification (Department of Correction), Youth Service Board (Department of Correction), The United Prison Association (Boston). A minimum of three months (40-hour weeks) is required and will normally take place the summer following completion of the major part of the student's course work.
Prerequisites Sociology 176, 214, 217. Credit 3

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Provost Mather said that he has had a committee studying the curriculum of the Department of Physical Education for Men. One of the purposes of this department is to train teacher coaches for secondary schools. The present curriculum, however, is such that graduates of the program are not acceptable in most school systems outside of Massachusetts. With the present increase in school population, it is imperative that the University revitalize this program and do its share in the preparation of well trained teacher coaches. The new program as developed by the department has been studied carefully by the University Course of Study Committee and if adopted the graduates will be acceptable in states with the highest standards in this field. The number or credit hours for graduation would be increased from the present 120 to 149.

After discussion, it was

Physical Education Courses

VOTED: To recommend that the Trustees approve the proposed curriculum (copy attached) in the Major for Physical Education for Men with the understanding that the proposed electives in the schedule be used for courses outside the Division of Physical Education.

Nursing Program

Provost Mather recalled that the Trustees had voted to approve a Division of Nursing and had authorized the administration to take steps to set up a curriculum in Nursing which would meet the highest standards of this profession. On May 15, 1953 the Trustees appointed Miss Mary A. Maher to head the Division of Nursing and since that time Miss Maher has been working with the various schools and departments of the University, with hospitals, with nurses training schools and with the various persons and associations who have a voice in nurse training and accreditation of nursing programs.

1960

Her program for nursing is now ready for action by the Board. After discussion, it was

COMMITTEE

VOTED: To recommend that the Trustees approve the attached new program for nurses:

It was

Master of Science in Agricultural Engineering

VOTED: To recommend that the Trustees approve the following new graduate program leading to the degree Master of Science in Agricultural Engineering, requirements for the degree to be as follows:

1. The credit requirements as prescribed by the Graduate School, but at least 21 semester hours will be taken in departments of the School of Engineering.

2. Not more than 8 semester hour credits shall be allowed for the thesis.

3. At least 12 semester hours shall be obtained from courses of the 200 series exclusive of the thesis.

The curriculum is to consist of a Core and selected courses in support of the major investigation. The Core shall consist of the thesis, seminar, and 12 semester hours of other courses listed below:

			Credit
Agr. Engr. 276	Advanced Agricultural Machinery Design		3
Agr. Engr. 280	Unit Operations in Agriculture		3
Agr. Engr. 240	Advanced Farm Structures		3
Agr. Engr. 241	Control of Heat and Vapor Flow in Agr. Buildings and Processes		3
Agr. Engr. 292	Seminar		1

Following is a description of each of the new courses in the program leading to the Master of Science in Agricultural Engineering:

Agr. Engr. 300, (I) (II), THESIS: Shall be a dissertation of professional quality on the major investigation. Credit 4-6

Agr. Engr. 292, (II), SEMINAR: Credit 1

Agr. Engr. 276, (II), ADVANCED AGRICULTURAL MACHINERY DESIGN: Stress analysis, periodic vibration, and shock loadings, as related to design of agricultural machinery. The mathematical definition of tillage tool surfaces. Dynamics of suspension devices, automatic release equipment, and hydraulic systems. Credit 3
Prerequisite, Agr. Engr. 176

Agr. Engr. 260, (II), AGRICULTURAL PROCESSING: Heat, refrigeration, and vacuum in dehydrating, storing, and concentrating agricultural products. Critical temperatures, latent heats, fermentation, respiration, and equilibrium moisture content, as they affect the processes and the end products. The effects of modified atmosphere, adsorbents, and dessicants. The application of instruments and control. Credit 3
Prerequisite, Agr. Engr. 173

Agr. Engr. 280, (I), UNIT OPERATIONS IN AGRICULTURE: Machine rates and production standards in the production and handling of crops. The uses of climatic data, water control, and production schedules in crop operations. Plant layout and equipment for processing and storage. Energy requirements alternate methods of processing. Credit 3
Prerequisite, Permission of Instructor

Agr. Engr. 241, (I), CONTROL OF HEAT AND VAPOR FLOW IN AGRICULTURAL BUILDINGS AND PROCESSES: Application of mass flow theory to heat and vapor transfer. Thermal and vapor interchange between environment and livestock or products. Ventilation factors, and energy use by animals. Factors controlling production rates of metabolic and respiratory heat. The application of instruments and controls. Credit 3
Prerequisite, Agr. Engr. 173

Agr. Engr. 240, (II), ADVANCED FARM STRUCTURES: The application of structural theory in the development of high strength structures. The use of building materials and fastenings for attaining diaphrams and prestressed components in the development of the structure. The use of structural factors in the control of environment. Credit 3
Prerequisite, Agr. Engr. 173

Sabbatical Leaves

1. Dario Alviani, Professor and Head of Music, for one year at half pay beginning September 1, 1954 to complete work on doctorate.

2. Kyle L. Blundell, Professor of Landscape Architecture, for one semester at full pay beginning September 1, 1954 to visit leading nurseries of the United States for the purpose of observing management and cultural practices as a basis for preparing a publication on the nursery business.

3. Norman W. Butterfield, Professor of Floriculture at the Waltham Field Station, for one semester at full pay beginning in February of 1955 to complete work for the Ph.D. degree.

4. Kenneth D. Caskin, Assistant Professor of Chemical Engineering, for one year at half pay beginning September 1, 1954 to complete doctor's degree.

5. Gladys M. Cook, Assistant Professor of Home Economics, for one semester at full pay beginning February 1955 to study at the Harvard School of Public Health in Nutrition and Maternal and Child Health.

6. William A. Davis, Assistant Professor of History, for one semester at full pay beginning February of 1955 to complete dissertation for the doctor's degree.

7. Harold E. Hardy, Professor of Business Administration, for one semester at full pay beginning September 1, 1954 to bring doctoral thesis up to date and prepare it for publication.

8. Theodore T. Kozlowski, Head of Department of Botany, for one semester at full pay beginning September 1, 1954 for advanced study in plant physiology.

9. Miner J. Markuson, Associate Professor of Agricultural Engineering, for one semester at full pay beginning February of 1955 to visit various schools and research centers in architecture and engineering throughout the country for study.

10. Claude C. Neet, Head of the Department of Psychology, for one semester at full pay beginning February of 1955 for research and study in the field of experimental abnormal behavior.

11. Sargent Russell, Assistant Professor of Agricultural Economics, for one semester at full pay beginning February of 1955 to work on doctor's degree at North Carolina State College.

12. James C. Snedecor, Associate Professor of Physiology, for one semester at full pay beginning February of 1955 for study at the Jefferson Medical School in Philadelphia.

MITTEE

Provost Mather said that with the present demand for more teachers in elementary and secondary schools, the University has been considering means by which it could conduce more people to enter this field. He believes that students who major in Liberal Arts but who did not prepare for teaching might be interested in attending Graduate School for one year to take special courses in Education as well as to do graduate work in a subject-matter department. As candidates for a new degree Master of Arts in Teaching, they would be required to earn a total of 36 credits, 6 more than is required for other masters degrees. After discussion, it was

Master of Arts in Teaching

VOTED: To recommend that the Trustees approve the offering of a new degree Master of Arts in Teaching.

On the recommendation of Provost Mather, it was

VOTED: To recommend that the Trustees elect the following former members of the staff to emeritus status:

Emeritus Professors

Lorin E. Ball - Assistant Professor of Physical Education, Emeritus.

Lorin E. Ball

Frederick A. McLaughlin - Associate Professor of Botany, Emeritus.

Frederick A. McLaughlin

Ray M. Koon - Professor of Horticulture and Head of the Waltham Field Station, Emeritus

Ray M. Koon

On the recommendation of Provost Mather, it was

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COMMITTEE

Robert E. Young - promotion

VOTED: To recommend that the Trustees promote Robert E. Young from Associate Professor to Professor of Olericulture at the Waltham Field Station effective April 1, 1954 at the salary then prevailing for that grade.

Fred P. Jeffrey - appointment

To recommend that the Trustees appoint Fred P. Jeffrey now Head of Poultry Department to Associate Dean of the School of Agriculture and Director of the Stockbridge School effective October 1, 1954 at the salary then prevailing for that grade.

On the recommendation of Provost Mather, it was

VOTED: To recommend that the Trustees add the Librarian to the Educational Policies Council of the University.

On the recommendation of Provost Mather, it was

VOTED: To recommend that the Trustees approve the following sabbatical leaves subject to availability of funds:

On the recommendation of Provost Mather, it was

Lotta Crabtree Fellowship

VOTED: To recommend that the Trustees approve award of Lotta Crabtree fellowship in the amount of $2,000 to Mr. Ralston B. Read, Jr. for the college year 1954-55.

The meeting was adjourned at 12:15 p.m.

Secretary

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UNIVERSITY OF MASSACHUSETTS

MINUTES OF MEETING OF TRUSTEE COMMITTEE ON FINANCE

June 5, 1954, 10:00 a.m., Butterfield House, Amherst, Mass.

Chairman Haigis presiding

PRESENT: Trustees Haigis, Bartlett, Brett, Cashin, McDermott, Whitmore, President Mather, Treasurer Johnson, Secretary Burke

It was

VOTED: To dispense with reading of the call and reading of the minutes of the last meeting.

Theta Chi Fraternity

Chairman Haigis recalled that the Executive Committee of the Board had voted to approve an agreement with the Amherst Savings Bank designated as a "Subordination Agreement" so that the Theta Chi Fraternity might obtain a mortgage loan from the Amherst Savings Bank. When Theta Chi bought its land from the University years ago, the Trustees put a recapture provision in the deed of sale and the fraternity has been unable to obtain a loan from the Amherst Savings Bank while this agreement is in full force.

The action of the Executive Committee in subordinating this agreement required the approval of the Attorney General and the Governor and Council. However, the Assistant Attorney General has submitted an informal opinion that the Trustees cannot enter into such a subordination agreement.

In view of this, the Theta Chi Fraternity now requests that the Trustees of the University take their mortgage for $40,000 so that they might build an addition to their chapter house. The property of the fraternity as it now stands has been appraised at $60,000 and the addition will make the property more valuable.

COMMITTEE

Dr. Bartlett expressed the opinion that the legality of a subordination agreement should be explored further before the Trustees consider a mortgage loan to Theta Chi Fraternity. After discussion, it was

VOTED: To postpone action on the Theta Chi request until a later meeting of the Board.

And it was

VOTED: To authorize and request the Chairman of the Board to request an opinion from the Attorney General on the legality of the proposed subordination agreement with the Amherst Savings Bank relative to the Theta Chi property.

Chi Omega Sorority

Treasurer Johnson reported that B. O. Moody of the First National Bank of Amherst has reported to him in a letter dated April 30, 1954 that the Chi Omega Sorority has completed its final mortgage payment and the mortgage should be discharged. The committee

VOTED: To authorize the Treasurer, Kenneth W. Johnson, to discharge the mortgage on Chi Omega Sorority - payment having been made in full.

The meeting was adjourned at 10:50 a.m.

Secretary

UNIVERSITY OF MASSACHUSETTS

MINUTES OF MEETING OF TRUSTEE COMMITTEE ON BUILDINGS AND GROUNDS

June 28, 1954, 11:00 a.m., President's Office, Amherst, Mass.

Chairman Whitmore, presiding.

PRESENT: Trustees Whitmore, Taber, President Mather, Treasurer Johnson, Business Manager Ludden, Secretary Burke.

This meeting was adjourned to the Hotel Statler at 11:00 a.m., on Tuesday, June 29, and resumed with the following Trustees:

PRESENT: Trustee Whitmore, Chairman; Trustees Brett, Taber, President Mather, Secretary Burke.

It was

VOTED: To dispense with reading of the call and reading of the minutes of the last meeting.

Treasurer Johnson reported that Mr. Fred Dole, Deputy Commissioner of Public Works, is coming to the campus in July for conference relative to the new state highway bypass at the western edge of the campus. He said that Mr. Dole seems favorable to the state providing accesses and connecting roads to the campus.

Master Plan

Trustee Whitmore urged that the master plan be prepared as soon as possible, especially as to traffic, so that proper approaches to the new highway can be planned. Mr. Johnson said that Shurcliff & Shurcliff has not yet received a contract from the Public Building Commission but the firm is ready to proceed with the master plan as soon as the contract is completed.

Land Purchase

Trustee Whitmore asked whether the Treasurer had further information concerning the possibility of land acquisition to the south and east of the athletic field. Treasurer Johnson reported that he had contacted Mrs. Margaret Wright, owner of the largest

portion of this land, and she has written that if she were willing to sell her asking price would be $10,000 for about three acres.

COMMITTEE

The Committee then discus ed the possibility of acquiring the Montague property, consisting of about forty-seven acres. Treasurer Johnson reported that Mr. Winthrop Dakin, whose residence is north of the Montague property, is interested in buying the Montague land and donating most of it to the University. It is possible, however, that Mrs. Montague's price may be more than Mr. Dakin feels that he could pay, if he is to make a partial donation, and after discussion, it was

> VOTED: To recommend that an item of $25,000 be placed in in the budget for the purchase of land with no stipulation as to what lands were to be purchased.

The Committee next discussed the Matuszko farm of about fifty acres of excellent agricultural land, priced at $50,000 to $60,000. Inquiry has been made to see if the Matuszkos will sell their property without the buildings. It appears now that they wish to sell the whole parcel including buildings and will not sell the buildings or land separately.

Trustee Whitmore suggested that the master plan should provide advice as to the need of the University to acquire the Matuszko land. He suggested that the Committee make no recommendation on acquisition of the Wright property until the master plan has been completed. In the meantime he asked Treasurer Johnson to let Mrs. Wright know that the University will probably not wish to buy her land this year, but would like to get assurance if possible that she will not sell to others without giving the University first chance.

ITTEE

UNIVERSITY OF MASSACHUSETTS

President Mather reported that the University received an appropriation of $10,000 in the supplementary budget under 03 for the employment of an architectural coordinator as recommended by the Governor. The Committee discussed various architectural firms with the thought that a number of them might be invited to come to the campus and report how they would proceed if employed as architectural coordinator.

Architectural Coordinator

After discussion it was

VOTED: To recommend that the Board of Trustees invite the following firms to submit proposals so that the Board might later select one firm as architectural coordinator:

1. Perry, Shaw, Hepburn, Kehoe & Dean of Boston
2. Shepley, Bulfinch, Richardson, Abbot of Boston
3. McGinnis & Walsh of Boston
4. Colletti Brothers of Boston
5. Cram & Ferguson of Boston
6. Leland & Larson of Boston
7. Shurcliff & Shurcliff of Boston

Capital Outlay Program

The Committee considered a capital outlay program for the University for the next five years and

VOTED: To recommend that the Board of Trustees approve the following capital outlay program. (See attached)

Architects

The Committee discussed architects for certain projects for which appropriations have been made and for studies for certain of the buildings requested in the first year of the capital outlay program. After discussion it was

VOTED: To recommend that the Board of Trustees select architects as follows:

1. For fire and safety alterations in the amount of $72,000
   a. Alderman & MacNeish
   b. Bradley & Gass
   c. McClintock & Sprague

COMMITTEE

2. For vegetable gardening building and greenhouses
   a. Clinton Goodwin of Haverhill
   b. Maloney & Tessier of Springfield
   c. William B. Colleary of Centerville

3. For study of additions to the Library and construction of Liberal Arts Building - with no priority order indicated -
   a. Shepley & Bulfinch of Boston
   b. Perry, Shaw, Hepburn, Kehoe & Dean of Boston
   c. McGinnis & Walsh of Boston

In the event that it becomes necessary to select a new architect for the Public Health Building, the Committee recommends that the Board of Trustees approve architects as follows:

1. Cram & Ferguson of Boston
2. Leland and Larson of Boston
3. Colletti Brothers of Boston

The meeting was adjourned at 11:30 a.m.

Secretary

June 25, 1954

UNIVERSITY OF MASSACHUSETTS

CAPITAL OUTLAY PROGRAM
FIVE-YEAR PROGRAM FOR FISCAL YEARS 1956-1960

Priority	Project	State Funds	Univ. of Mass. Bldg. Association Funds
	1956		
1.	(Addition to Library (#1)*	$2,000,000	$
	(Liberal Arts Classroom Building*	2,000,000	
2.	Addition to Power Plant (Including Boilers, Generators & Utility Additions, etc.)	1,000,000	
3.	Vegetable Gardening Bldg. & Greenhouses	250,000	
4.	Completion of Dormitory #13 for 231 Men		600,000
5.	Dormitory #14 for 400 Men		1,000,000
		$5,250,000	$1,600,000

*Because of the close physical relationship of these two projects, they should be studied together, and if architecturally desirable, might be constructed as adjoining buildings.

The projects for 1957-1960 are subject to further study.

	1957		
1.	Science Building (Biological Sciences, Geology, Botany, etc.)	$3,500,000	
2.	Garage & Service Bldg. for Plt.	500,000	
3.	Addition to Food Technology	500,000	
4.	Cold Storage Laboratory (replace Fisher)	250,000	
5.	Dorm. #15 for 155 Women		350,000
6.	1st Pt. Dorm. #16 for 145 Men		350,000
		$4,750,000	$ 700,000

Priority	Project	State Funds	U of M Bldg. Assoc. Funds
	1958		
1.	Infirmary	$1,000,000	$
2.	Natural Resources Building	1,000,000	
3.	School of Education and Practice School Building	1,500,000	
4.	Adds. & Impts. to Utilities	300,000	
5.	Poultry Lab. & Plant Buildings	100,000	
6.	ROTC Armory and Classrooms	500,000	
7.	Engineering Shops	600,000	
8.	Complete Dorm #16 for 216 Men		550,000
9.	Dormitory #17 for 184 Women		450,000
		$5,000,000	$1,000,000
	1959		
1.	Addition to Dining Commons	$ 750,000	
2.	Addition to Physics Building	1,250,000	
3.	Engineering Building	1,500,000	
4.	Gymnasium, Phys. Ed. for Men	1,500,000	
5.	Animal Industries Building	800,000	
6.	Dormitory #18 for 437 Men		1,100,000
7.	Dormitories #19 & #20 for 363 Women		900,000
		$5,800,000	$2,000,000
	1960		
1.	Bus. Admin. Classroom Bldg.	1,000,000	
2.	Horticulture & Agronomy Labs.	1,500,000	
3.	Administration Building	1,000,000	
4.	Auditorium & Music Center	3,000,000	
5.	Farm Building Replacements	500,000	
6.	Dormitory #21 for 471 Men		1,250,000
7.	Dormitory #22 for 329 Women		850,000
		$7,000,000	$2,100,000
	TOTAL - FIVE-YEAR PROGRAM	$27,800,000	$7,400,000

Notes:

1. All project estimates include furnishings, equipment, site improvements, architects' fees and other costs of the project. These estimates are subject to change based upon cost estimates made by architects and engineers' studies.

2. All buildings are based on needs established by projected estimates of enrollments revised to conform to a gradual growth of the University. These enrollment figures show that an appropriation is needed in the fiscal year indicated to complete the building for use as the student body reaches the size where existing space is overcrowded.

UNIVERSITY OF MASSACHUSETTS

MINUTES OF MEETING OF JOINT TRUSTEE COMMITTEES ON
AGRICULTURE & HORTICULTURE AND COMMITTEE ON
FACULTY & PROGRAM OF STUDY

June 29, 1954, 11:30 a.m., Hotel Statler, Boston, Mass.

Trustee Brett, presiding.

PRESENT: Trustees Brett, Brown, Boyden, Bartlett, Crowley, Hawes, Whitmore, Mrs. McNamara, Miss Buxton, President Mather, Secretary Burke.

It was

VOTED: To dispense with reading of the call and reading of the minutes of the last meeting.

Head, Waltham Field Station

President Mather reviewed the procedure followed in the selection of a candidate for Head of the Waltham Field Station. He said that Dean Sieling had appointed a selection committee consisting of the heads of departments at the University who have members of their departments located at the Waltham Field Station. This group consisted of Clark L. Thayer, Head of the Department of Floriculture; Kenneth L. Bullis, Head of the Department of Veterinary Science; H. Sidney Vaughan, Extension Head, Agriculture; Grant B. Snyder, Head of the Department of Olericulture; Theodore T. Kozlowski, Head of the Department of Botany; and Warren D. Whitcomb, Research Professor of Entomology. This committee met on January 15 and outlined the qualifications needed for the position of Head of the Waltham Field Station. Later the committee met with the various farm groups with an interest in the work of the Waltham Field Station, and these groups agreed on the specifications for the position as drawn up by the committee. Before considering outside applications, the committee considered all members of the agricultural faculty at Waltham at at Amherst

and agreed on the names of several men who might fill the position competently.

COMMITTEE

The committee sent letters to various agricultural deans inviting nominations. Dr. John R. Havis and another candidate were interviewed by all members of the committee and received their unanimous approval. The other candidate seemed to have slightly better qualifications than Dr. Havis and was offered the position. However, after a visit to Amherst he decided that he was not interested, and the President now recommends, with the unanimous approval of the selection committee, the appointment of Dr. John R. Havis as Head of the Waltham Field Station. After discussion, it was

VOTED: Unanimously to recommend the Trustees appoint Dr. John R. Havis as Head of the Waltham Field Station, effective July 1, 1954.

The meeting was adjourned at twelve o'clock.

Secretary

COMMITTEE

UNIVERSITY OF MASSACHUSETTS

MINUTES OF MEETING OF TRUSTEE COMMITTEE ON
FACULTY AND PROGRAM OF STUDY

June 29, 1954, 12:00 M., Hotel Statler, Boston, Mass.

Chairman Boyden, presiding.

PRESENT: Trustees Boyden, Crowley, Mrs. McNamara, Miss Buxton, Bartlett, President Mather, Treasurer Johnson, Secretary Burke.

It was

VOTED: To dispense with reading of the call and reading of the minutes of the last meeting.

President Mather introduced the names of seven members of the faculty for promotions either to the grade of professor or head of department and outlined the qualifications and experience of each individual. After discussion, it was

Promotions

VOTED: Unanimously to recommend that the Board of Trustees approve the following promotions to be effective September 1, 1954:

Arthur E. Niedeck - promotion from Associate Professor to Professor of Speech.

William G. O'Donnell - promotion from Associate Professor to Professor of English.

Elmer C. Osgood - promotion from Associate Professor to Professor of Civil Engineering.

Stanley C. Vance - promotion from Associate Professor to Professor of Industrial Administration.

Lawrence S. Dickinson - promotion from Associate Professor to Professor of Agrostology.

E. Ernest Lindsey - promotion from Professor to Head of Department of Chemical Engineering.

William H. Weaver - promotion from Professor to Head of Department of Mechanical Engineering.

UNIVERSITY OF MASSACHUSETTS

Upon the written request of Maurice E. Bates, the Committee

COMMITTEE

Bates, Maurice E.

VOTED: Unanimously to recommend that the Trustees approve his transfer from Head of the Department of Mechanical Engineering to full Professor in the Department of Mechanical Engineering effective September 1, 1954.

Upon the recommendation of President Mather, the Committee

Winterfield, Roland W.

VOTED: Unanimously to recommend that the Board of Trustees appoint Dr. Roland W. Winterfield as Research Professor of Veterinary Science effective August 1, 1954.

Upon the recommendation of the University Course of Study Committee and of President Mather, it was

New Courses

VOTED: Unanimously to recommend that the Trustees approve the following new courses of study:

Home Economics 4- - Nutrition and Food Preparation. This course combines the fundamentals of nutrition with food preparation and meal planning to meet nutritional requirements. The content and emphasis is appropriate for nurses whose responsibilities will be mostly with their patients. This course follows closely the outline suggested in Curriculum for Schools of Nursing. By permission of instructor.
3 class hours, 1 3-hr. laboratory period Credit 4
Prerequisite: Chemistry 1 and 2, and Zoology 35.

Home Economics 42 - Medical Dietetics. The principles and practice of dietary restrictions and modifications recommended for certain diseases, always keeping in mind the nutritional needs of the individual. Students learn to use current medical literature for supplementary reference in connection with new developments.
2 class hours. Credit 2
Prerequisite: Home Economics 41, or equivalent.

Speech 63 (I) - Television Programming and Production. An exploration of the television medium for orientation in producing, directing and writing: network, local and educational operations both studio and remote.
2 class hours; 1 2-hour laboratory period. Credit 3

Speech 64 (II) - Television Programming and Production. Practical television techniques from effective planning through effective execution by people off camera and on camera.
2 class hours; 1 2-hour laboratory period
Prerequisite Speech 63. Credit 3

Speech 65 (I) - Writing for Television. A consideration of television writing methods for the successful production of all types of formats.
3 class hours. Credit 3

Speech 66 (II) - Film Production and Staging for Television. Preparation and execution of 16 mm films for television; the course will prepare a 10-minute film project from the idea to editing, processing, screening and narration.
2 class hours; 1 2-hour laboratory period
Prerequisite: Speech 63. Credit 3

History of Philosophy 65 (I) - Ancient and Medieval. A survey of development of western thought with emphasis on the cultural factors which generated and interacted with the successive philosophical interpretations of man's experience.
3 class hours. Credit 3

History of Philosophy 66 (II) - Modern. Attention is centered on the impact of modern science on the development of man's comprehensive understanding of the world, of the powers and limitations of knowledge, and of the basis of his valuations.
3 class hours. Credit 3

Philosophy of Science 72 (II) - A study of the backgrounds, presuppositions, methods and general theories of modern physical, biological and social sciences. Readings selected from the works of leading scientists and philosophers will be used as the basis of class discussions which will attempt to explore the great scientific achievements of our time and to assess their importance in the student's construction of a mature philosophic orientation.
3 class hours. Credit 3

Upon the recommendation of the Graduate School faculty and of President Mather, it was

New Graduate Course

VOTED: To recommend that the Trustees approve the following new graduate course - German 22, Advanced Spoken German. Credit 3
Prerequisite, German 79 & 80 or their equivalents as determined by a qualifying examination.

1974

UNIVERSITY OF MASSACHUSETTS

COMMITTEE

Quality Point Grading System

President Mather said that for about a year the faculty of the University has been considering a change in the grading system from numerical grades to letter grades and after discussion at various faculty meetings had voted by written ballot 4 to 1 in favor of adoption of the letter grade system -

A for exceptional work
B for excellent work
C for average work
D for passing work
F for failure

Four points would be allowed for each credit of work of A grade, 3 points for each credit of B grade, 2 points for each credit of C grade, 1 point for each credit of D grade, no points for F. A 2.00 grade point average would be required for graduation.

The President explained that this system is in general use in most universities throughout the country. After discussion, it was

VOTED: Unanimously to recommend that the Trustees approve the adoption of the quality point grading system for the undergraduate college of the University in accordance with the attached program.

And it was

VOTED: Unanimously to recommend that the Trustees approve the following changes in requirements for degrees in the Graduate School.

1. Letter grades are to be substituted for numerical grades.

2. Only grades of A, B, or C are to be allowed for graduate credit with no more than 6 credits of C for the Master's degree or 12 credits of C for the Ph.D. degree.

3. A grade of C for the thesis will not be allowed.

The meeting was adjourned at 12:45 p.m.

Secretary

University of Massachusetts

QUALITY POINT GRADING SYSTEM

From: Committee appointed to consider details relating to the Grading System

To: President Mather

Subject: Administrative Details for Letter and Quality Point Grading System

The Committee recommends approval of the following policy covering the letter and quality point grading system.

I. Marking

All undergraduate marking shall be done according to a letter system under which the classwork of students will be rated as follows:

A - exceptional
B - excellent
C - average
D - passing
F - failure
Inc - the mark, Incomplete, will be reported only when a portion of assigned or required classwork has not been completed because of necessary absence of the student or other reason equally satisfactory to the instructor, and then only when the instructor judges the work already done to be of passing quality. Students may obtain credit for course marks of Incomplete only by completing the work of the course before the end of the fourth week of the next semester in which they are enrolled.

II. Quality Points

Four points are allowed for each credit of work of A grade;
Three points for each credit of B grade;
Two points for each credit of C grade;
One point for each credit of D grade;
No points are given for grades of F or Inc.
A 2.00 grade point average is required for graduation.

Grade Point Averages

A. Semester Point Averages: To compute the semester grade point average, the total points earned will be divided by the total credits carried. Credits carried are defined as total credits earned and failed.

B. Cumulative Average: To compute the cumulative grade point average, the total points earned will be divided by total credits carried. Total credits carried will be the sum of the total credits earned and failed. In case courses are repeated, only the last grade, credits, and points are considered in computing the cumulative average.

C. In computing grade point averages, the following will not be included:
   1. Required military and physical education courses of the Freshman and Sophomore years.
   2. Courses for which students do not receive credit toward a college degree (e.g., Math 01)

III. Dismissal

Dismissal from the University for scholastic reasons shall be based on the following regulations, to be administered by the Committee on Admissions and Records. A student is dismissed from the University as deficient in scholarship:

A. If at the end of his first semester, he has failed three academic courses and has not earned a grade of C in each of the remaining two academic courses.
B. If at the end of his second semester he has earned fewer than one and one-half (1.5) times as many quality points as the total number of credits for which he has been registered.
C. If at the end of his fourth or of any subsequent semester he has earned fewer than one and seven tenths (1.7) times as many quality points as the total number of credits for which he has been registered.
D. Any student, subject to dismissal under the quality point rule alone will not be dismissed if his work in the current semester is sufficient in quality and quantity that, if he continues such work until he has been in residence ten semesters, he will meet graduation requirements. Any freshman whose cumulative quality point ratio would make him subject to dismissal but whose work in the second semester alone would meet the quality point ratio rule in paragraph C above, will not be dismissed.
E. Any student who is dismissed, or any member of the faculty in his behalf, may request reconsideration of the case by the Committee on Admissions and Records.
F. When a student is dismissed from the University for scholastic reasons only, any certificate or transcript issued must contain the statement, "Dismissed for scholastic deficiency but otherwise entitled to honorable dismissal".
G. Dismissal involves non-residence on the University campus or in fraternity or sorority residences coming under University supervision.

IV. Changes in registration - adding and dropping courses.

A. No course will be recorded on the permanent records of the University nor will a student receive credit for it unless the student has registered for such a course in accordance with the established procedure on a regularly scheduled registration day or unless his registration shall have been made official by the signature of the Registrar. A student may not add or drop a course except in accordance with these regulations. A course will not be considered dropped without the signature of the Registrar. A course dropped without approval will be recorded as a failure.

B. A student may add or drop a subject only upon the written recommendation of his adviser (or Dean of the School, College, or Division in which he is enrolled) and the Registrar.

C. The normal time for adding or dropping courses will be established and recorded in the official University Calendar by the selection of the nearest practicable date which will allow approximately three weeks from the last scheduled official registration day of each semester. The selection of this date shall be the responsibility of the Provost of the University. A student adding a course without written approval of his adviser and confirmation by the Registrar, will not receive credit for the course. A student may not enroll in a course after the established registration date without the approval of the instructor. A student dropping a course without approval will receive a failure in the course. A course dropped with approval within the three week period will not be counted in calculating quality points.

D. A course dropped after the date regularly established in the University Calendar will receive a mark of WF (withdrawn failing). This mark will be computed in the quality point average. If a student presents a valid reason for dropping a course after the established date, with a statement from his instructor that he is passing at the time and after approval (as indicated in IV B. above), the course will be recorded as WP (withdrawn passing). No substitute course may be added for a course so dropped, and the WP grade is not computed in the quality point average.

E. In case of voluntary withdrawal from the University, the rules for WF and WP grades will apply to the entire course program of the student withdrawing.

Donald W. Cadigan
Fred P. Jeffrey
Carl A. Keyser
Helen S. Mitchell
William H. Ross
Stanley C. Vance
H. Leland Varley
Gilbert L. Woodside, Chairman

UNIVERSITY OF MASSACHUSETTS

COMMITTEE

MINUTES OF COMMITTEE ON BUILDINGS & GROUNDS

October 5, 1954, 11:00 a.m., Chairman Bartlett's Office

Chairman Whitmore presiding

PRESENT: Trustees Whitmore, Brett, Bartlett Boyden, Cashin, President Mather, Treasurer Johnson, Secretary Burke

President Mather and Treasurer Johnson discussed expected enrollment in the fall of 1956 and it was agreed that additional dormitory space for 433 students will be needed by September of 1956. After discussion, it was

Massachusetts Building Association

VOTED: To recommend that the Trustees request the University of Massachusetts Building Association to obtain legislation authorizing the building of additional dormitories to be completed by September 1, 1956 and to house approximately 433 students.

Treasurer Johnson reported that the Collins Electric Company had completed contract number 13 for steam and electric distribution as of June 1, 1954. The work has been approved by the University Engineer. After discussion, it was

Steam and Electric Distribution

VOTED: To recommend that the Trustees accept as completed June 1, 1954 the work done by the Collins Electric Company on contract #13 for steam and electric distribution.

The committee reviewed the architect's plans for the new Classroom Building for which $1,000,000 has been appropriated. The building contains 42 classrooms with 1560 seats, 42 offices (mostly for 2 men each) and 6 seminar rooms. After inspection of the plans, it was

Classroom Building

VOTED: To recommend that the Trustees approve the architect's plans for the Classroom Building as presented.

1976

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COMMITTEE

Architectural Consultant

President Mather said that the University has interviewed a number of architectural firms on the campus and asked each of them to submit statements as to their qualifications, previous work, and especially their ideas as to how they would approach the problem of architectural coordination at the University. The President recommended Leland and Larsen as #1 and either Cram and Ferguson or Perry, Shaw, Hepburn, Kehoe and Dean as #2. He suggested that the Trustees might wish to interview representatives from these firms and then make final selection. However, after discussion, it was

VOTED: To recommend that the Trustees authorize the President to select one of the following three firms to act as architectural consultant in coordination of campus development and to authorize the Treasurer in the name of and for the Board of Trustees to enter into contract with the firm selected by the President for architectural consulting for not to exceed $10,000 during the present fiscal year, as appropriated:

1. Leland and Larsen
2. Cram and Ferguson
3. Perry, Shaw, Hepburn, Kehoe and Dean

The committee recommended that the architectural firm selected by the President should also work with Shurcliff & Shurcliff who are preparing the master plan for the University. It is understood that Shurcliff & Shurcliff are planning to employ an architectural firm in their study and that they will employ a firm named by the Trustees and pay him from their fee. This payment and service will be in addition to the $10,000 appropriated to the University for architectural consulting services.

On the recommendation of the faculty committee on Naming Buildings and on the recommendation of President Mather,

1977

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COMMITTEE

the committee

VOTED: To recommend that the Trustees officially designate the Greenhouse replacement for the old Durfee Range as the Durfee Conservatory and the greenhouses attached to French Hall as the Edward A. White Greenhouses, in memory of Edward A. White who was a graduate of the University in the Class of 1895 and Head of the Department of Floriculture from the time it was organized in 1907 until he went to Cornell University in 1913.

Durfee Conservatory

Edward A. White Greenhouses

The meeting was adjourned at 1:40 p.m.

Secretary
James W. Burke

1978

UNIVERSITY OF MASSACHUSETTS

COMMITTEE

MINUTES OF MEETING OF EXECUTIVE COMMITTEE

October 5, 1954, 11:00 a.m., Chairman Bartlett's Office

Chairman Bartlett presiding

PRESENT: Trustees Bartlett, Boyden, Brett, Cashin, Whitmore, President Mather, Treasurer Johnson, Secretary Burke

Theta Chi Fraternity

Chairman Bartlett and Treasurer Johnson discussed progress on the Theta Chi mortgage loan request and the Chairman stated that he was now satisfied that all arrangements are in proper order. After discussion, it was

VOTED: To lend to the Theta Corporation of Theta Chi Fraternity the sum of forty thousand (40,000) dollars, payable in semi-annual installments of one thousand (1,000) dollars each, with interest at the rate of four (4) per cent per annum, payable semi-annually, in exchange for the corporation's negotiable promissory note, secured by a mortgage of the corporation's real estate known as 496 North Pleasant Street in said Amherst; the first advance on this note is to be in the amount of seven thousand five hundred (7,500) dollars, and is to be used to pay off the pre-existing mortgage between the parties hereto, and Kenneth W. Johnson, Treasurer of the University of Massachusetts, is, for and in behalf of the Trustees of the University of Massachusetts, hereby authorized, empowered and directed to execute and deliver a good and sufficient discharge of said pre-existing mortgage, and to enter into an appropriate Construction Loan Agreement with said Fraternity, and to do any and all other acts and deeds necessary and incidental to this vote.

Treasurer Johnson reported that the University Store has been operating a snack bar in Baker dormitory but that no rate has been fixed for the amount of rent the store should pay

COMMITTEE

for the space. After discussions with the Business Manager of the University and the Manager of the Store, it had been agreed that a fair amount would be $500 per year and that this rate should be effective July 1, 1953. The University Store has saved funds for back payment of rent. After discussion, it was

University Store - Snack Bar

VOTED: To authorize a rate of $500 per year to be paid by the University Store to the University for the rental of the Snack Bar space in Baker dormitory - such rate to be effective July 1, 1953.

On the recommendation of President Mather and of the Scholarship Committee of the University, it was

Commonwealth Scholarships

VOTED: To award Commonwealth Scholarships to the following students who will replace Commonwealth Scholarship recipients who have withdrawn from the University:

1. Roger J. Cloutier '56
2. Elizabeth A. McLaughlin '56
3. Patricia G. McMahon '56
4. William J. Sturtevant '56

The committee also

VOTED: To approve the following list of students to whom Commonwealth Scholarships may be awarded by the Scholarship Committee of the University with the approval of the President in the event of further withdrawals of students already awarded Commonwealth Scholarships. It is understood that the following list of men are in priority order by classes and will replace men who withdraw and that the following women students are also in priority order by classes and will replace women who withdraw.

Roger Babb '56
Stuart E. Wiles '56
Philip M. Smith '56

Laura M. Caron '56
Priscilla J. Gooding '56
Carolyn A. Sadlow '57
Lois C. Bain '57

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On the recommendation of President Mather, it was

COMMITTEE

William E. Meehl, Extension Veterinarian in Poultry

VOTED: To appoint Dr. William Edward Meehl as Extension Veterinarian in Poultry with the rank of Professor on a calendar year basis effective October 6, 1954 at salary of $7,080. Dr. Meehl is a practicing veterinarian in Lunenburg, Massachusetts and was graduated from the College of Veterinary Medicine, Ohio State University in 1951.

On the recommendation of President Mather, it was

Thomas W. Fox, Head of the Department of Poultry

VOTED: To promote Dr. Thomas W. Fox from Assistant Research Professor to Head of the Department of Poultry effective October 1, 1954 - this appointment to be on the calendar year basis at annual salary of $7,680. Dr. Fox is a graduate of the University of Massachusetts in 1949, received the Master's degree in 1950 and Ph.D. degree from Purdue University in 1953.

It was

Association of Governing Boards of State Universities and Allied Institutions

VOTED: To authorize the Chairman to name two delegates from the Board of Trustees to attend the annual meeting of the Association of Governing Boards of State Universities and Allied Institutions in New York City, November 15-19, 1954. Chairman Bartlett named Trustees Whitmore and Taber.

On the recommendation of the Trustee Committee on Buildings and Grounds, it was

Massachusetts Building Association

VOTED: To request the University of Massachusetts Building Association to obtain legislation authorizing the building of additional dormitories to be completed by September 1, 1956 and to house approximately 433 students.

It was

Steam and Electric Distribution

VOTED: To accept as completed June 1, 1954 the work done by the Collins Electric Company on contract #13 for steam and electric distribution.

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COMMITTEE

It was

VOTED: That the Trustees approve the architect's plans for the Classroom Building as presented.

Classroom Building

It was

VOTED: To authorize the President to select one of the following three firms to act as architectural consultant in coordination of campus development and to authorize the Treasurer in the name of and for the Board of Trustees to enter into contract with the firm selected by the President for architectural consulting for not to exceed $10,000 during the present fiscal year, as appropriated:

1. Leland and Larsen
2. Cram and Ferguson
3. Perry, Shaw, Hepburn, Kehoe and Dean

Architectural Consultant

It was also

VOTED: To request the President to designate the firm selected to work with Shurcliff and Shurcliff in preparation of the Master Plan and to be paid additionally for this service from the fee paid for the Master Plan.

Master Plan

It was

VOTED: That the Trustees officially designate the Greenhouse replacement for the old Durfee Range as the Durfee Conservatory and that the greenhouses attached to French Hall as the Edward A. White Greenhouses in memory of Edward A. White who was a graduate of the University in the Class of 1895 and Head of the Department of Floriculture from the time it was organized in 1907 until he went to Cornell University in 1913.

Durfee Conservatory

Edward A. White Greenhouses

The meeting was adjourned at 1:40 p.m.

James W Berke Secretary

Joseph W Bartlett Chairman

1982

UNIVERSITY OF MASSACHUSETTS

MINUTES OF MEETING OF COMMITTEE ON AGRICULTURE AND HORTICULTURE

November 3, 1954, 11:00 a.m., Dr. Bartlett's Office, Boston

COMMITTEE

Trustee Brett presiding

PRESENT: Trustees Bartlett, Brett, Brown, Crowley, Whitmore, Louis A. Webster who represented Commissioner Hawes at the invitation of the committee, President Mather, Dean Sieling, Treasurer Johnson, Secretary Burke

It was

VOTED: To dispense with reading of the call and with reading of the minutes of the last meeting.

Land Use

Dean Sieling and President Mather discussed the problem of land use and needs for the School of Agriculture. The tendency of various departments in Agriculture, they indicated, is to continue to use the same amount of land year after year regardless of changes or new developments which may make the use of less land not only more economical but more feasible in terms of research and instruction.

At the present time agricultural land is being lost by the development of new buildings, tennis courts, athletic fields and highways. With the development of the new north south highway at the western edge of the campus, it may prove desirable to plan on moving the University farm buildings to a new site over the next decade. Two privately owned farms at the western edge of the University lands are available and Shurcliff and Shurcliff who are preparing a master plan for University development will be asked to make recommendations as to the location of the farm lands and buildings.

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Inherent in the problem of proper land use is the number of livestock kept. The present herds at the University are there partly for actual instruction and research needs and partly because of sentimental and other attachments of private herd owners. The University could do all the research and instruction necessary in beef cattle with a herd of Angus or herd of Herefords but it has both. The University keeps various herds of dairy cattle and also has 22 Morgan horses.

At this time when new lands are needed, it is especially desirable to reconsider the number of farm animals kept.

Morgan Horses

The President pointed out that Morgan horses are not a part of the agricultural program of the University. There has been a rumor that the University plans to dispose of its Morgan horses and many letters of protest have been written to the Dean of Agriculture, to the President and to various members of the Board.

Apparently the advocates of Morgan horses champion them as recreational animals and the Morgans have some use as show animals; for example, the University Morgan horses took four out of five top prizes at the Eastern States Exposition this year. However, 37 acres of land are used for the forage of the Morgans and a very considerable number of man hours on the farm are devoted to their care.

The President said that he and Dean Sieling will continue to work with the Department of Animal Husbandry and will develop a specific recommendation as to the basic herds necessary for the operation of a sound program of teaching and research in Animal Husbandry.

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COMMITTEE

Extension Service

County Workers

The committee discussed Federal, State and County relationships in the agricultural extension service. Dean Sieling stated that the problem of these relationships is different in Massachusetts. In the other 47 states, county agricultural workers are employed by the state university and are part of its staff. In Massachusetts, extension work began in the counties and in the state before the federal government adopted its extension program in 1914. Each county in Massachusetts has its own board of trustees in agriculture and employs its own staff. No state funds from the University budget are used in support of county programs but the University does administer approximately $150,000 a year of federal funds which are spent in the counties. There are various memoranda of understanding between the county trustees and the state director of extension. These memoranda specify that the state extension director and the state county agent leader shall be given opportunity to certify as to whether applicants for county positions are qualified for the work. Most county employees also hold federal appointments and are eligible for federal retirement and must be certified as to their qualifications by the extension director of the state in order to hold federal appointment.

Dean Sieling pointed out that county autonomy in one sense is a strength in Massachusetts because the county appropriates very heavily for the conduct of agricultural extension program. In another sense home rule in the counties is somewhat of a weakness in that the county boards can and sometimes do defy the state authorities and make appointments regardless of the memoranda of understanding.

COMMITTEE

UNIVERSITY OF MASSACHUSETTS

The federal government has raised some question as to the legality of the county and state agreements in Massachusetts and it is a possibility that federal funds may some day be cut off in Massachusetts unless a better working agreement between the state and the county is reached.

There is also confusion in the minds of the public over the state-county relation. The University has been criticized from time to time for actions taken in the counties which are beyond the control of the University.

The President and the Dean of Agriculture made no recommendation to the committee for immediate action but stated that they wanted the committee to be informed, as the problem may develop more seriously in the future.

Dean Sieling said that the Dairy Industry Department of the School of Agriculture provides instruction in milk pasteurization, bottling, ice cream making and other dairy practices. The ice cream and milk processed are sent to the University Boarding Hall and are used in student meals. All the milk from the University herds is used in the dairy and a considerable amount of raw milk is bought on the outside and processed. The equipment in the dairy industry building is obsolete and should be replaced. He said that he would like to have the opinion of the committee as to whether the University should expand this operation so that it may provide all the milk needed by the students as the University develops. For a cost of approximately $31,000 the University can buy pasteurization and bottling equipment which would take care of

Dairy Industry

Milk

8,000 to 10,000 students. This equipment would give the dairy students a better opportunity of studying up-to-date dairy processing equipment. On the recommendation of the Dean and of the President, it was

COMMITTEE

VOTED: To recommend that the Trustees authorize the University to obtain equipment and facilities for the Dairy Department necessary to bring the program up to par with the needs of the current instructional service.

It was further recommended that the Trustees authorize the University to obtain the milk processing equipment from the appropriation made by the Legislature for remodelling the dairy building and for improvements to farm buildings - this total amount is $145,000.

President Mather and Dean Sieling said that they are reviewing the rates charged for services rendered by the various control law programs of the University. At the present time they recommend an increase in the fees charged for dairy cattle certification. At the present time the annual cost of this program is $21,532. The income is $18,505. The herd owners in the past have accepted the principle of paying in full for this service but recent increases in salary costs have caused the deficit. On the recommendation of the President, it was

Dairy Cattle Certification

VOTED: To recommend that the Trustees approve the following rates for dairy cattle certification effective December 1, 1954.

Advanced Registry

	Up to 12 cows 3X or Up to 18 cows 2X	13 to 16 cows 3X or 19 to 24 cows 2X
1 string	$27.00	$32.00
Additional strings	24.00	29.00

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Herd Improvement Registry

	Up to 20 cows 3X or Up to 30 cows 2X	21 to 30 cows 3X or 31 to 45 cows 2X
1 string	19.50	24.50
Additional strings	17.00	22.00

Effective December 1, 1954 the charge for H. I. R. office fees for Massachusetts will be 5¢ per cow per month with a minimum charge of $1.00 per herd per month.

The rate for Special Check Tests after December 1, 1954 will be:

Up to 30 cows 2X or 20 cows 3X	$27.00
31 to 45 cows 2X or 21 to 30 cows 3X	32.00
46 to 60 cows 2X or 31 to 40 cows 3X	51.00
61 to 75 cows 2X or 41 to 50 cows 3X	56.00

The meeting was adjourned at 2:30 p.m.

R. D. Burke Secretary

1988

UNIVERSITY OF MASSACHUSETTS

MINUTES OF MEETING OF TRUSTEE COMMITTEE ON BUILDINGS AND GROUNDS

December 1, 1954, 12 noon, Dining Commons, Amherst, Massachusetts

COMMITTEE

Chairman Whitmore presiding

PRESENT: Trustees Whitmore, Haigis, Taber, McDermott, President Mather, Mr. Larson, architect; Mr. Shurcliff, landscape architect; Treasurer Johnson, Business Manager Ludden, Secretary Burke

It was

VOTED: To dispense with reading of the call and reading of the minutes of the last meeting.

Public Health Center

President Mather said that the University has been considering a new location for the Public Health Building. This building has been in planning stage for some years and originally was to have been constructed off Stockbridge Road in the general area between the Dining Commons and the Home Economics Building. After the architect had completed his plans for the building, it was found that the lowest construction bid was very considerably in excess of the appropriation. The building is now being re-designed by James H. Ritchie Associates of Boston to come within the appropriation.

The President recalled that the building was to serve as western Massachusetts headquarters of the State Department of Public Health and part of the building was to be used for instruction in Public Health and Bacteriology by the University.

Since the building was first planned, the President said that a number of changes in the general picture have occurred. The University's Department of Bacteriology and Public Health is growing rapidly and will need more space than the building at its

present cost would provide. Secondly, the building needs of other natural sciences are becoming urgent; and thirdly, the University has now employed the firm of Shurcliff and Shurcliff to prepare a master plan for a ten-year growth period of the University. The University has also entered into contract with the architectural firm of Leland and Larsen, and Mr. Larsen is giving personal attention to the design of University buildings.

Science Center

The President said it now seems better planning to provide for one large science center to house Geology, Botany, Bacteriology, Zoology and possibly Entomology than to create additions to the small departmental buildings now in existence. The state will save money by avoiding expensive duplication of special plumbing and laboratory facilities and equipment. The science departments can make joint use of certain high-cost installations such as electron microscopes.

It seems best, the President said, to relocate the Public Health Building so that it can become part of the general Science Center. The new location should be in an area which will permit the development of a large structure so that the science departments of the University can expand as the student population increases. This plan has been discussed with the Public Building Commission and with the Public Health Department. Both groups are in favor of the change.

If the Trustees favor this new plan, the decision should be made as soon as possible so that the architect may design the Public Health Building for the new location and in relation to a larger structure to follow.

COMMITTEE

Chairman Whitmore said that the committee welcomed having Mr. Larsen and Mr. Shurcliff attend the meeting so that the Trustees might become familiar with their outlook and plans. The Chairman asked Mr. Shurcliff whether he had arrived at any tentative conclusions even though his survey and planning have just begun.

Traffic

Mr. Shurcliff said that one of the most serious problems facing the University is traffic circulation and parking. With a new by-pass coming to the west of the campus and with an expected doubling of enrollment, a new approach to campus planning must be undertaken. Planning for a much larger University must necessarily violate certain campus traditions. However, every effort will be made to preserve all that is good from the past and still meet future needs. Mr. Shurcliff said that he has given careful consideration to approaches to the University from the new highway. He feels that no connection is needed at the north end of campus, at least at the present. A connection at the middle would be undesirable as it would feed traffic into the busiest section of pedestrian use. The best approach from the new highway seems to be at the south end of the campus. From this approach traffic could filter through various outlets. Mr. Shurcliff presented a preliminary sketch showing proposed traffic circulation. The key feature of the plan is a proposed traffic circle west of Fernald Hall. This circle would slow traffic as it enters and leaves the campus, would create safer approaches from side roads to the main highway, and properly landscaped would make a fitting approach to the University. He suggested that the general Science Center could be located to the north of this traffic circle extending north and

south along route 116.

Chairman Whitmore raised question as to whether a $3,500,000 Science Center would overpower and dominate the campus. Would it be too massive?

Mr. Larsen said that in ground floor area the building would be larger than anything now constructed on the campus. However, good architectural planning will avoid massiveness. The Center can be handled as a series of connected smaller buildings. It can be integrated into the campus surroundings and will not stand out like an elephant among sheep. President Mather pointed out further that a $3,500,000 Science Center would mean about $2,000,000 in building and $1,500,000 in scientific equipment and furnishings. Furthermore, this building could be balanced on the opposite side of the campus by the $2,000,000 liberal arts building and the $2,000,000 addition to the Library.

There was discussion as to whether the Public Health section of the building should be at the southern end or the northern end of the Science Center. The architects and the committee agreed that the south end would be better because of the ease of parking and also to keep non-university use of the building farthest from the heart of the campus.

Trustee Taber raised question as to whether the Public Health people are getting too much consideration as to desirable location. The same features which make this location desirable for them may well make it desirable for University use. President Mather and the architects stated that getting Public Health out of its previous location near the Dining Commons will be a great achievement in saving desirable locations for strictly University use.

COMMITTEE

Mr. Shurcliff pointed out on his campus planning map a circle extending 2500 feet in radius from the power plant. He said that on the basis of recommendations from Merrill Associates, all heated buildings will be planned within this circle as this is the extreme or nearly the extreme limit for low pressure steam. Trustee Taber raised question as to whether this 2500 radius would be too limiting and whether high pressure steam should be considered. Mr. Shurcliff said that for a period of at least ten years, and quite possibly longer, he is satisfied to work within the 2500 foot radius. He pointed out large tracts of undeveloped land within this circle.

Land

Trustee Haigis raised question as to the need for additional land as the University expands. President Mather said that Mr. Haigis had pointed to a pressing problem as the University certainly will need to replace the agricultural lands now being taken for building use. He pointed out the privately-owned farm lands to the west of the brook and said that steps should be taken to acquire this area. It will also be necessary to move the barns to this new area as the University grows. The President also pointed to the Montague property and said that steps are being taken to acquire a good portion of this land.

In answer to question from Trustee Whitmore, Mr. Shurcliff said that he plans to retain the open campus area south of the crosswalk. Common sense and tradition are in agreement on this. Mr. Shurcliff made tentative recommendation that the ravine to the east of the power plant be filled and used for parking. There was

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no objection from members of the committee.

Trustee Haigis asked whether 10,000 students is the limit envisioned by the University. President Mather said that this number of students is expected in terms of population by 1965 but is not necessarily an upper limit. From 1965 to 1970 there will be even greater pressure for admission. However, the President indicated that he does not feel that the University should expand indefinitely as have some of the western state universities. He feels that a size will be reached beyond which it would be uneconomical and unfeasible to go. By this time the teachers colleges might well be developed as community colleges to provide two-year terminal education in the community for those who desire it, to provide four years of teacher training, or to provide the first two years of a college program with the last two years and graduate work to be taken at the University in Amherst.

After further discussion, the committee

Public Health Center

VOTED: To recommend that the Trustees rescind their vote of May 1, 1951 locating the Public Health Building near the Dining Commons.

The committee also

VOTED: To recommend that the Public Health Building be located to the south of Clark Hall as the first section of a Science Center for the University.

Speaking for the committee, Chairman Whitmore expressed his appreciation to Mr. Larsen and to Mr. Shurcliff for their views in the development of the University. He said that he likes their plans and their approach to campus planning and that the committee is in agreement that these plans should be explored further along the lines suggested.

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Power Plant

Utility Services

Engineering Building

Arnold House

Treasurer Johnson presented highlights from the report on power plant and utility needs of the University as prepared by Merrill Associates.

1. The University should generate its own electrical energy both summer and winter.
2. Better salary classifications should be established so as to obtain and keep good operations personnel.
3. Boilers and generators should remain on low pressure basis.
4. New generators should be installed also of low pressure.
5. The plant should be extended in two directions - boilers to the north and turbines to the south.
6. The master plan to be prepared by Mr. Shurcliff shall govern the location of future buildings and hence of utility lines.
7. The old plant should remain on coal.
8. Merrill recommended oil for additions to the plant but this has been vetoed in favor of coal by the State Purchasing Agent.

Chairman Whitmore asked the architects whether coal would be satisfactory and no objection was voiced.

On the recommendation of the campus committee for naming buildings and of the President, it was

VOTED: To recommend that the Trustees name the main Engineering Building "Engineering".

It is understood that space will be reserved by the architect to make possible a personal memorialization later if it should be desired.

The committee inspected Arnold House and

VOTED: To recommend that the Trustees accept the building as complete as of December 1, 1954.

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The committee visited and inspected the new Durfee Conservatory and

Durfee Conservatory

VOTED: To recommend that the Trustees accept the building as complete on October 22, 1954 but with the understanding that cracks in the pool floor will be repaired and the exterior cement wall be scrubbed or brushed to remove stains.

The committee visited and inspected Draper Hall and

Draper Hall

VOTED: To recommend that the Trustees accept the renovation of Draper Hall as complete on December 1, 1954 with the stipulation that the contractor shall complete minor construction details such as painting of the basement corridor and completing installation of baseboards.

The meeting was adjourned at 4:30 p.m.

J. W. Buck Secretary

UNIVERSITY OF MASSACHUSETTS

MINUTES OF MEETING OF COMMITTEE ON FACULTY & PROGRAM OF STUDY

December 7, 1954, 11:30 a.m., Hotel Statler, Boston

COMMITTEE

Chairman Boyden presiding

PRESENT: Trustees Boyden, Bartlett, Crowley, Desmond, Perry, Miss Buxton, Mrs. McNamara, President Mather, Treasurer Johnson, Secretary Burke

On the recommendation of President Mather, it was

Leland, Allen S.

VOTED: To recommend that the Trustees appoint Mr. Allen S. Leland to the position of Extension Professor of Agriculture, calendar year basis, effective January 1, 1955 at beginning salary of $7080 payable from Federal funds

The duties to be performed in this position are related to the County Agricultural Extension program and specific emphasis will be on farm planning, marketing, and consumer education.

On the recommendation of the President, it was

Mottla Gilbert E.

VOTED: To recommend that the Trustees appoint Gilbert E. Mottla as Head of the Department of Communications, School of Agriculture and Horticulture, calendar year basis, effective February 1, 1955 at annual salary of $7680 payable from Federal funds, this appointment to be subject to final approval by the President after a personal interview with Mr. Mottla.

This is a new position made possible through new Federal grants to the Experiment Station and the Extension Service.

On the recommendation of the President, it was

Emeritus Faculty

VOTED: To recommend that the Trustees approve emeritus status for certain retired faculty members as follows:

Thayer, Charles Hiram

Charles Hiram Thayer, Assistant Professor of Agronomy, Emeritus, effective on his retirement September 30, 1954 (after 35 years of service).

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Roland Hale Verbeck, Director of Short Courses, Emeritus, effective on his retirement September 30, 1954 (after 30 years of service). — Verbeck, Roland Hale

Arthur Dunham Holmes, Research Professor of Chemistry, Emeritus, effective on his retirement July 31, 1954 (after 12 years of service). — Holmes, Arthur Dunham

Llewellyn Light Derby, Associate Professor of Physical Education, Emeritus, effective on his retirement September 30, 1954 (after 38 years of service). — Derby, Llewellyn Light

On the recommendation of the University Course of Study Committee and of the President, it was

VOTED: To recommend that the Trustees approve the following new courses and changes in course: — New Courses

1. Change Civil Engineering 55 - Highway Engineering to CIVIL ENGINEERING 55 (I) TRANSPORTATION ENGINEERING.

   Transportation systems, elements of railroad, highway, traffic, and airport engineering. Route location and elementary intersection design.
   Two class hours; 1 3-hour laboratory period.
   Prerequisite, C.E. 30 Credit, 3

2. New course Civil Engineering 98 (II) ADVANCED TRANSPORTATION ENGINEERING.

   Analysis of the engineering aspects of traffic problems such as traffic signal design, street capacities, parking and channelization.
   Two class hours; 1 3-hour laboratory period.
   Prerequisite, C.E. 55 Credit, 3

3. New course Botany 69. FOREST AND SHADE TREE PATHOLOGY.

   Nature, cause and control of the principal types of disease in trees, including decay of forest products, standing and structural timer; insects and environment in relation to fungi and disease development; morphology and identification of fungi that induce disease or decay in trees.
   2 class hours 1 3-hour laboratory. Credit, 3

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4. New course OFFICE PROCEDURES I (I).

This course provides instruction and laboratory practice in office organization and procedures and the operation of office machines.
1 class hour, 4 1-hour laboratory periods. Credit, 3

5. New course OFFICE PROCEDURES II(II).

A continuation of Office Procedures I, including the use of systems and records as managerial aids in the business office.
1 class hour, 4 1-hour laboratory periods. Credit, 3

On the recommendation of the University Course of Study Committee and of the President, it was

Business Administration Curriculum

VOTED: To recommend that the Trustees approve the following program in the School of Business Administration entitled (Management Training". This program is designed to provide basic training in the various aspects of business management.

Freshman and Sophomore Years

In the first two years the student will normally enroll in the College of Arts and Science.

The Faculty of the School is more concerned with scholarship and promise of development than with the precise content of the courses which the prospective student offers for admission to the program.

JUNIOR YEAR

First Semester			Second Semester		
Acct. 25,	Intro. to Accounting I	3	Acct. 26,	Intro. to Acct.II	3
	Office Procedures I	3		Office Proc. II	3
Fin. 55,	Financial Institutions	3	Mkt. 62,	Market Ressearch	3
Mkt. 53,	Marketing Principles	3	Ec. 56,	Bus. Fluctuations	3
Elective		3	Elective		3
		15			15

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SENIOR YEAR

I.A. 63, Management in Ind.	3	I.A. 64, Personnel Mgt.	3
B.L. 70, Business Law I	3	Fin. 76, Insurance	3
Stat. 79, Elem. of Stat.	3	Soc. 68, Ind. Sociology	3
Elective in Business	3	Elective in Business	3
Elective	3	Elective	3
	15		15

The meeting was adjourned at 12:10 p.m.

R. O. Brooks Secretary

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MINUTES OF MEETING OF TRUSTEE COMMITTEE ON
FACULTY AND PROGRAM OF STUDY

COMMITTEE

February 14, 1955, 11:00 a.m., Hotel Statler, Boston

Chairman Boyden presiding

PRESENT: Trustees Bartlett, Boyden, Miss Buston, Crowley, Desmond, Mrs. McNamara, President Mather, Secretary Burke

It was

VOTED: To dispense with reading of the call and reading of the minutes of the last previous meeting.

Personnel Changes

President Mather presented the attached report of personnel changes during 1954, and it was

VOTED: To recommend that the Trustees accept the report as presented.

On the recommendation of President Mather and after review of qualifications, it was

Promotion of Carl S. Roys

VOTED: To recommend that the Trustees promote Dr. Carl S. Roys from Professor to Head of the Electrical Engineering Department effective September 1, 1954.

Promotion of Donald P. Allan

To recommend that the Trustees promote Donald P. Allan from Associate Professor to Professor, with catalogue title of Administrative Assistant to the Dean and Directors of the School of Agriculture, effective February 15, 1955.

On the recommendation of President Mather, it was

Retirement of Wilbur H. Thies

VOTED: To recommend that the Trustees name Wilbur H. Thies, Emeritus Professor of Pomology, effective on his retirement January 31, 1955.

The Committee then reviewed recommendations for sabbatical leaves for members of the faculty during the academic year

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1955-56. On the recommendation of the University Committee on Sabbatical Leaves and of the President Mather, it was

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Sabbatical Leaves

VOTED: Subject to appropriation of funds, to approve the following sabbatical leaves according to the usual terms governing sabbatical leaves.

1. Lawrence M. Bartlett, Associate Professor of Zoology, for one semester at full pay beginning February of 1956, to study Avian Anatomy with Dr. Harvey I. Fisher at the University of Illinois.

2. James M. Ferrigno, Associate Professor of Romance Languages, for one year at half pay beginning September 1, 1955, to spend the year in Italy and Spain continuing his investigation of the influence of Spanish on southern Italian dialects.

3. Robert A. Fitzpatrick, Assistant Professor (research) of Agricultural Economics, for one semester at full pay beginning September of 1955, to complete the course requirements for the doctorate in Agricultural Economics at Purdue University.

4. John F. Hanson, Associate Professor of Entomology, for one semester at full pay beginning February of 1956, for collection and study of Stone Flies of the Eastern Seaboard.

5. Vernon P. Helming, Professor of English, for one year at half pay beginning September 1, 1955, to continue research into the Christian Pilgrimage as a popular custom and the uses of it by medieval writers.

6. Helen S. Mitchell, Dean of the School of Home Economics, for one semester at full pay beginning September 1, 1955, to audit courses at Harvard in the field of Public Administration and Nutrition and to observe some of the nutrition programs being conducted by the food and agriculture program in Rome and the Near East.

7. Charles F. Oliver, Assistant Professor of Education, for one semester at full pay beginning September 1, 1955, to work on doctoral program in the School of Education at the University of Connecticut.

8. Robert L. Rivers, Assistant Professor of Business Administration, for one semester at full pay beginning February 1, 1956, to complete doctorate study at the University of Illinois.

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9. Walter W. Smith, Assistant Professor of Electrical Engineering, for one year at half pay beginning September 1, 1955, to study for the Master of Science degree in television at Syracuse University.

10. Franklin W. Southwick, Professor (research) of Pomology, for one semester at full pay beginning February 1, 1956, for study of Pomology at the State Agricultural College at Davis, California, and in Oregon and Washington.

11. Anthony W. Zaitz, Assistant Professor of Speech, for one year at half pay beginning September 1, 1955, for work toward the degree Doctor of Philosophy in Speech at the University of Wisconsin.

On the recommendation of the University Course of Study Committee and of the President, it was

VOTED: To recommend that the Trustees approve changes in the course of study in accordance with the following schedule.

New Courses

(1) That Philosophy 61 and Philosophy 267 be discontinued and that two new courses in Philosophy be approved as follows:

PHILOSOPHY 25 (I and II) INTRODUCTION TO PHILOSOPHY

A study of the distinctive role of philosophy in its relations to the insights of science, religion, and art. The student is introduced to some of the general questions, ideas, theories, and methods of inquiry which have given direction to Western thought, and encouraged to clarify and examine his own ideas regarding knowledge, reality, and value.
(credit 3)

PHILOSOPHY 74 (II) ORIENTAL PHILOSOPHIES

A study of the present conflict in ideologies within and between the leading cultures of Asia, understood in the light of their Philosophical history. The bearing of philosophical differences between East and West on the problem of mutual understanding.
(credit 3)

(2) That History 65, 66, 77 and 78 be discontinued and that two new courses in History be approved as follows:

HISTORY 71 (I) MAIN CURRENTS IN ENGLISH THOUGHT (1600-1690)

Main currents in English Thought, 1600-1690. A study of intellectual movements and their relation to political, religious, economic and social developments.
3 class hours (credit 3)

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HISTORY 74 (II) AGE OF REFORMATION

Age of Reformation. A study of the religious changes, and the accompanying political upheavals, social, economic and cultural developments in 16th and 17th Century Europe. (credit 3)

(3) That the following new courses in Mathematics be approved:

MATHEMATICS 64 (II) STATISTICS

A continuation of Mathematics 63, including a study of the joint distribution of two or more random variables; the chi-squared, t-, and F-distributions and their applications; and techniques which do not involve an assumption about the form of the basic distribution. Prerequisite, Mathematics 63, 91. (credit 3)

MATHEMATICS 95-96 READINGS

A reading course in advanced theoretical topics. For gifted senior only. The course is intended to furnish a student further preparation for graduate work in Mathematics. Topics may be chosen from the fields of algebra, analysis, geometry or applied Mathematics. Prerequisite, permission of the Department Head. (credit 3)

(4) That Landscape Architecture 87 be expanded to Landscape Architecture 87 and 88 as follows:

LANDSCAPE ARCHITECTURE 87 (I) CITY PLANNING
Field surveys covering existing conditions, tabulation and analysis of information obtained in such surveys, preparation of land-use maps and supplementary material. Prerequisite, Landscape Architecture 86 (credit 3)

LANDSCAPE ARCHITECTURE 88 (II) CITY PLANNING

Redevelopment projects and proposals based on studies made in Landscape Architecture 87 plus problems in the design of various urban areas.
Prerequisite, Landscape Architecture 87 (credit 3)

(5) That the following new courses in Home Economics be approved:

HOME ECONOMICS 86 S WORKSHOP IN RECENT DEVELOPMENTS IN TEXTILES

This course is a concentrated study of recent developments in the field of textiles. Class and laboratory instruction will include the characteristics and properties of the thermoplastic, protein, cellulose and mineral fibers (natural and synthetic): blends; fabric finishes and fabric care. Some field trips are an important phase of the work. Prerequisites: Home Ec. 26 or its equivalent. (credit 3)

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HOME ECONOMICS 94 S WORKSHOP IN FOODS

An intensive three weeks course dealing with the planning and preparation of family meals. Consideration will be given to new products, cost levels, new trends toward international foods, and out-door cookery. Designed for home economics teachers and others with a background knowledge of scientific food preparation. Prerequisite: Home Economics 30 or its equivalent. (Limited to 16 students.) (credit 3)

(6) At present Mechanical Engineering 64 and Mechanical Engineering 81 are offered to both majors and non majors. It is recommended that separate courses for non-majors be established as follows:

MECHANICAL ENGINEERING 61 HEAT POWER (non Mechanical Engineering majors)

A one semester terminal course designed to present to the student the fundamental principles involved in the production of power. It consists of the basic theory underlying the field of thermo-dynamics and its application to power machinery. It includes a study of gases, vapors, thermodynamic processes, cycles and power measurement with considerable discussion, both quantitive and qualitive, of the application of the above to gasoline engines, diesel engines, gas turbines, steam turbines, and compressors.
3 class hours (credit 3)
Prerequisites - Physics 28, Math. 6 (The Department)

MECHANICAL ENGINEERING 81 EXPERIMENTAL MECHANICAL ENGINEERING (non Mechanical Engineering majors)

Calibration and application of instruments used in the testing of mechanical engineering apparatus. Performance tests on mechanical engineering equipment such as internal combustion engines, steam power apparatus, refrigeration machines, and fans and blowers.
2 3-hour laboratory periods. (credit 2)
Prerequisites - M.E. 66; C.E. 75 concurrently (The Department)

(7) It is recommended that the title and description of Economics 70, Monopolies, be changed as follows:

ECONOMICS 70 THE STRUCTURE OF AMERICAN INDUSTRY

A study of enterprise, market competition and economic development in American industries. (credit 3)

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Agricultural Engineering

President Mather reported that the Head of the Department of Agricultural Engineering resigned January 31, 1955 to accept a better position in another state. As a result of this resignation, the President, the Dean of Engineering and the Dean of Agriculture have held conferences concerning the future of the work in Agricultural Engineering. For the past several years there have been very few students pursuing the course toward the degree of Bachelor of Science in Agricultural Engineering. At the present time only one student is enrolled as a major. This makes for extremely high costs of instruction and the President feels that it would be better to discontinue the offering of this degree. In the future, students wanting Engineering will enroll in Civil Engineering, Electrical Engineering, Mechanical Engineering or Chemical Engineering. However, the department has also carried a number of shop service courses for students in the Stockbridge School of Agriculture. It will be necessary to continue these shop practice courses and also to continue research and extension work for the farmers of the state. After discussion, it was

VOTED: To recommend that the Trustees authorize the discontinuance of the degree Bachelor of Science in Agricultural Engineering and to transfer the remaining functions of the department of Agricultural Engineering from the School of Engineering to the School of Agriculture.

The meeting was adjourned at 12 o'clock.

J W Buck Secretary

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MINUTES OF MEETING OF EXECUTIVE COMMITTEE

April 26, 1955, 11:00 a.m., Chairman Bartlett's Office

COMMITTEE

Chairman Bartlett presiding

PRESENT: Trustees Bartlett, Cashin, Brett, Haigis, Whitmore, President Mather, Treasurer Johnson, Secretary Burke

It was

VOTED: To dispense with reading of the call and reading of the minutes of the last meeting.

Power versus Generating Plant

The committee discussed a report submitted by Merrill Associates, Consulting Engineer, recommending the purchase of power from Western Massachusetts Electric Company as against expansion of the generating plant for the production of additional power by the University.

Treasurer Johnson said that a meeting had been held in Boston and attended by Mr. Hall Nichols, Director of the Division of Building Construction; by Mr. Merrill of Merrill Associates; by representatives of the Western Massachusetts Electric Company; representatives of the State Department of Public Utilities and by George Brehm, Superintendent of Buildings and Grounds of the University. Western Massachusetts Electric has submitted a proposal for a ten-year contract to supply power to the University at 1.8 cents per kilowatt. Mr. Johnson said that the University can generate electricity for .5 cents per kilowatt.

Under the terms of the ten-year contract, the University would save money during the first five years over the cost of building and operating a new generator but during the last few years would lose money. Mr. Johnson pointed out that the University

has an appropriation for the construction of a new turbine-generator but needs an additional appropriation for housing the generator. Whether or not the University installs the generator, it still will need approximately $1,000,000 for additions to the boiler plant.

The University's engineer favors entering into contract with Western Massachusetts Electric in part because of the difficulty of recruiting and holding power plant engineers. Mr. Brehm, Superintendent of Buildings and Grounds, does not agree with the suppositions made by Merrill Associates in their report. After discussion, it was

VOTED: To defer action on generating or purchasing electric power until the May meeting of the Board.

The committee considered administrative recommendations from the President and recommended that he proceed to implement them.

Dean of Arts and Science

President Mather reviewed the procedure by which the University has sought a Dean of Arts and Science. The President appointed a committee made up of four representatives of the School of Arts and four representatives from the School of Science, elected by the respective Schools, to locate candidates and make recommendations to the President who in turn would recommend to the Trustees. The committee made a wide search for candidates and brought many individuals to the campus for interview. Their work has been completed, and their final report was filed with the President on April 5, 1955. The President discussed some of the candidates recommended by the committee and indicated that two factors have combined to make final selection difficult.

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1. The salary is low for the responsibility involved.
2. The controls on the University cause restrictions under which some men will not operate.

After discussion and on the recommendation of President Mather, it was

VOTED: To authorize the President to offer appointment as Dean of the College of Arts and Science to Dr. Charles C. Cole, Jr. Dr. Cole is currently Assistant Dean of Columbia University, has the A.B., M.A. and Ph.D. from Columbia and is 32 years old.

President Mather reported that he has received letter from Edwin F. Gaskill under date of February 28, 1955 as follows:

College Shakespearean Club, Alpha Sigma Phi Scholarship Fund

"Gamma of Alpha Sigma Phi Corporation wishes to present to the University of Massachusetts the amount of five thousand dollars which is covered by the enclosed check. The following stipulation is made, that at the discretion of the President the income from this money shall be used to help needy students at the University.

"The Corporation wishes that this gift may be known as the College Shakespearean Club, Alpha Sigma Phi Scholarship Fund."

President Mather pointed out that $5,000 represents the proceeds from the sale to the University of the lot at the foot of Butterfield Hill which was owned by Alpha Sigma Phi. It is expected that additional funds will be added to this amount as Alpha Sigma Phi closes its books. It was

VOTED: To accept the gift of five thousand dollars from the Alpha Sigma Phi Corporation and to establish it as a permanent endowment fund of the University under the name of the College Shakespearean Club, Alpha Sigma Phi Scholarship Fund.

It was also

VOTED: To request the President to convey the appreciation of the Trustees to Edwin F. Gaskill for the Alpha Sigma Phi Corporation.

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On the recommendation of the Treasurer and of the President, it was

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VOTED: To establish a tuition fee of $30 for the 9-weeks Summer Session of the Division of Nursing.

Division of Nursing - summer fee

On the recommendation of the President and Treasurer, it was

VOTED: To establish the following room rents for Stockbridge School students in the County Circle dormitories.

Room Rent for Stockbridge students

a. $155 per year, $77.50 first semester of 15 weeks and $77.50 for second semester of 15 weeks, for all senior students, as well as freshmen majoring in Food Management and Forestry.

b. $98 per year, $77.50 first semester of 15 weeks and $20.50 for second semester of 4 weeks, for Poultry freshmen.

c. $119 per year, $77.50 for first semester of 15 weeks and $41.50 for second semester of 8 weeks, for freshmen majoring in Animal Husbandry, Dairy Industry, Turf Maintenance, Arboriculture, Fruit Growing, Vegetable Growing, Floriculture and Ornamental Horticulture.

These rates are effective with the fall semester of 1955.

On the recommendation of the President and Treasurer, it was

VOTED: To authorize the Treasurer to execute an easement deed in the name of and for the Board of Trustees with Plymouth County Electric Company for a utility line across the Cranberry Station property in Wareham.

Cranberry Station - utility line

On the recommendation of the President and Treasurer, it was

VOTED: To accept as completed the following two farm remodelling contracts - Massachusetts State Project U-502

Farm Remodelling Contracts

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Contract #1 - Silo and Improvements to Sheep Barn completed December 18, 1954.

Contract #2 - Roof to Manure Pit completed November 27, 1954.

These projects were completed by Aquadro & Cerruti of Northampton at a total cost of $6,180.

Hold Harmless Agreement

School of Nursing

Treasurer Johnson said that a problem has arisen in connection with training of student nurses at the University who do part of their work at a Hartford hospital. Some of their studies involve the use of radio-active materials and the hospital wants the University to enter into a Hold Harmless Agreement in case of injury to the nurses from radiation. Such agreements may also be requested from other organizations as the use of radio-active materials grows.

Chairman Bartlett questioned whether the Trustees could legally enter into such an agreement and requested the Treasurer to refer this matter to the Attorney General for clarification.

Classroom Building

President Mather reported that bids have been opened for the Classroom Building for which an appropriation of $1,000,000 has been made. The low bid is $854,769. The President complimented Mr. Britton, the architect, for the excellent work which he has done both in building design and in keeping his costs within the appropriation.

Alumni Conference Service

President Mather and Treasurer Johnson discussed the Alumni conference service which has been operating on the campus for the past few years. Under authorization of the Trustees, the Alumni take the responsibility for conference arrangements on the campus where outside groups are housed and fed. The Alumni group

pay the University for food and room costs and make a small profit which goes into their general fund. They are now requesting an increase in their retained fee of 50 cents per room. There has been some conflict between their operations and the University's Conventions Committee to the extent that this procedure should be reviewed at an early date.

The President said that he was making no recommendation at this time but would review the matter again with those concerned on campus and then come to the Board with a recommendation for the handling of conventions and conferences.

The meeting was adjourned at 2 o'clock.

J. V. Buck Secretary

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UNIVERSITY OF MASSACHUSETTS

MINUTES OF MEETING OF COMMITTEE ON AGRICULTURE AND HORTICULTURE

May 10, 1955, 10:30 a.m., Dr. Bartlett's Office, Boston

COMMITTEE

Trustee Brett presiding

PRESENT: Trustees Bartlett, Brett, Brown, Crowley, Whitmore, President Mather, Treasurer Johnson, Dean Sieling, Director Dayton, Associate Dean Jeffrey, Secretary Burke

Chairman Brett read letter from Trustee Hawes stating that he was unable to attend the meeting because of previous commitment and requesting earlier notice of committee meetings and meetings of the full Board.

U. S. Department of Agriculture

President Mather presented Dean Sieling who discussed the memorandum of agreement between the University and the United States Department of Agriculture relative to cooperative extension work in agriculture. The current memorandum has been in effect since 1914.

In 1953 the various Federal acts appropriating funds in support of agricultural extension work were consolidated into one new act and the United States Department of Agriculture has drawn up a new memorandum of agreement. This has been signed by most land-grant colleges throughout the nation. However, Dean Sieling questioned whether he could sign this agreement in good faith in view of the difficulties which he experiences in attempting to expend Federal funds under the various controls imposed by agents of the state government. The memorandum states that the Director of the Experiment Station and Director of the Extension Service under the President of the University shall have full authority for the expenditure of Federal funds. Dean Sieling pointed out that in effect this authority has been infringed upon by officers of the

state government. He said that he experiences restrictions in making appointments, in payment of bills, in the making of contracts, and in other ways.

If the Federal government wished to take an extreme stand in the matter, it could withdraw $600,000 worth of Federal funds from the University.

Chairman Bartlett questioned whether the Dean of Agriculture should precipitate action by refusing to sign the new contract. It might be better for the University to leave it to the Federal government to precipitate action if the Federal government considers that the Massachusetts director does not have enough freedom. Chairman Bartlett also asked whether the director would have sufficient freedom if the Legislature should pass a bill giving the Trustees of the University direct control over appointments and personnel procedures.

Dean Sieling and President Mather agreed that such legislative action would take care of the matter and it was left that the Dean of Agriculture would continue to carry out the cooperative extension program under the present memorandum of agreement and wait on possible relief from the Legislature.

Retirement System

Dean Sieling reviewed the history of the retirement program for Extension Service workers. Until a few years ago, such workers were eligible for membership in both the Federal Retirement System and the State Retirement System. At that time the Trustees of the University considered the matter and voted against dual membership in public retirement systems. From that time on new members of the Extension Service have been allowed to enter only

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the Massachusetts Retirement System. In addition a state law has been passed which requires them to belong to the State Retirement System and not the Federal.

However, at the present time, and contemplating a compliance date of January 1, 1956, the Federal government is insisting that state extension workers must be members of the Federal Retirement System in order to hold Federal appointment which gives extension workers the privilege of franked mail and which allows county extension headquarters to occupy space in Federal buildings free of rent.

Dean Sieling raised question as to whether the state law should be amended so that newly-employed extension workers may have a choice of joining either the State or the Federal Retirement System. He pointed out that the Federal Retirement System is not as good for the employee as the State Retirement System but it would allow the use of the franking privilege and rent-free headquarters.

After discussion, it was left that the administration would study this matter further toward two possible courses of action.

1. Clarification from the Attorney General which would permit extension workers to join either the State or the Federal System - but not both.

2. Attempt to continue the present system whereby extension workers will belong to the State Retirement System but the Federal government would continue to allow them the franking privilege as it has for the past several years.

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Dean Sieling stated that the Federal government is expanding the extension and research programs in agriculture by appropriating additional funds for expenditure in the state. Beginning July 1, 1955, Massachusetts will receive approximately $102,000 of additional Federal funds. Of this amount approximately $50,000 will be used to expand the extension service programs in marketing and home economics and about $52,000 will be allocated for the Experiment Station and will be used for research in mechanization of cranberry production, poultry nutrition, farm forestry, and other programs. (See attached statement)

Reorganization Plan

President Mather said that since the Trustees voted on the reorganization of the School of Agriculture about a year ago, he and Dean Sieling have been working steadily to accomplish the objectives outlined at that time. The main objective was to break down the barriers between extension work, experiment station work, instruction, and control service activities so that professional employees of the University could be used in any or all categories. Under this program, it was proposed to change the terms of employment for a number of agricultural teachers so that they would be employed throughout the calendar year rather than for the academic year as in the past.

The reorganization has been carried out in so far as research workers, extension workers and control service workers are concerned and their salaries have been increased for twelve months' service. However, it has not been possible to coordinate the teachers in the program with the exception of the eleven department heads in Agriculture. The budget requested changing 18

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agricultural teachers from 9 to 11 months' service and the Legislature approved the changing of 10 positions. However, the Personnel Office has insisted that these positions be treated as reallocations which would mean that the teachers would receive only about a 3 to 5 percent salary increase for 50% more work. The administration has refused to accept such reallocation.

The President said that he is seeking an amendment to Chapter 29, Section 31 of the General Laws which would permit University teachers in going from 9 months' service per year to 11 months' per year to receive approximately a 15% salary increase as previously voted by the Board.

President Mather said that he brought this matter before the committee for its information and because of the importance of this change in attempting to expend properly the additional $102,000 which will be available for agriculture beginning July 1. It will be less expensive for the Commonwealth if presently-employed teachers can be utilized through the summer months rather than if all the new funds must be spent for the employment of new persons.

President Mather recalled that Dr. Van Meter in his inaugural address called for change of name of the present School of Agriculture to College of Agriculture. President Mather also called for this change in his inaugural address. He pointed out that this is the traditional pattern of organization in better land-grant universities and that as other schools of the University developed in strength, he would call for similar action for Engineering, Business Administration, and possibly others. He pointed out that the Trustees have voted to consolidate the

present School of Liberal Arts and the present School of Science into a College of Arts and Science and this consolidation will be accomplished as soon as a new Dean of Arts and Science is employed. After discussion, it was

College of Agriculture

VOTED: To recommend that the Trustees change the name of the present School of Agriculture and Horticulture to College of Agriculture effective July 1, 1955.

President Mather announced that the University has received an offer of $50,000 from Miss Harriet G. Bird of Stow, Treasurer of Red Acre Farm Inc. "to be used to construct a building for the investigation of health problems of large animals." The President pointed out that the University has a veterinary staff to carry out such work and there is considerable demand from the Farm Bureau and other groups for this activity. At the present time the University has facilities only for investigation of health problems of small animals, mainly poultry. It has no place to hold diseased animals for study. After discussion, it was

Gift of Harriet G. Bird

VOTED: To recommend that the Trustees accept with appreciation the gift of Miss Harriet G. Bird of $50,000 for construction of a building for the investigation of health problems of large animals.

President Mather said that with the retirement of Professor Victor A. Rice, Head of the Department of Animal Husbandry, the time has come to combine this department with the Department of Dairy Industry and, it was

Department of Dairy and Animal Science

VOTED: To recommend that the Trustees authorize the President to combine the currently separate departments of Dairy Industry and Animal Husbandry into a Department of Dairy and Animal Science under one head.

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The meeting was adjourned at 1 o'clock.

COMMITTEE

J. W. Burk, Secretary

EXPANDED AGRICULTURAL RESEARCH AND EXTENSION PROGRAMS
1955-1956

Information available from the Office of Experiment Stations and the Federal Extension Office indicates that the support for research and extension programs will be increased for Massachusetts in the amount of $44,000 for each activity July 1, 1955. In addition, some regional research funds will be allocated to the Massachusetts Agricultural Experiment Station, and Title II funds will be allocated to the Extension Service.

The following general subject matter areas have been selected as those needing expanded programs of research and extension:

EXTENSION SERVICE

I. Home Economics Communications.--More adequate information needs to be developed for use by the press in the subject of Home Economics, particularly the application of research findings and new developments to the management of homes through better consumer education and food evaluation.

II. Marketing.--A consolidation of the marketing program should be accomplished to take full advantage of the research and educational programs that are already being supported in this area. Further expansion needs to be made at the retailer level of marketing so that the marketing of farm produce will be under study and development at all levels from the producer to the consumer.

RESEARCH

I. Cranberry Mechanization.--In order to reduce costs in the production of cranberries and to place a higher quality fruit on the market it is believed that mechanization is the next logical development. Since the cranberry industry is relatively small, machinery manufacturers that ordinarily supply equipment to producers are not interested in this particular field and therefore it becomes the responsibility of this Experiment Station to develop needed mechanical improvements.

II. Poultry Nutrition.--The poultry industry is the largest agricultural industry in Massachusetts. Research in poultry nutrition has not been emphasized here and this program needs to be developed to best serve the industry.

III. Farm Forestry.--Sixty-five per cent of Massachusetts is covered with trees. Each farm has a wood lot or other resources in trees that needs to be developed so that the income from the sale of forestry products can make a substantial contribution to the total economic operations of the farm. No research has been supported in this area for the past 25 years since the Northeastern Experiment Station was moved from Amherst.

IV. Evaluation of Forages.--Forage production seems to be the most logical way for the New England States to stay in the dairy business and the production of high quality forage seems to offer a way to compete with the western grain producing areas in the production of milk. Forages have been under study for a number of years from the standpoint of production but studies need to be

made on the value of forage crops as superior feed for dairy cattle.

V. Irrigation.--Irrigation offers a type of insurance in the production of various agricultural crops and additional research funds from regional sources may be made available for a cooperative study to include fundamental investigations about the influence of irrigation on various crops.

VI. Dairy Cattle Breeding.--Improvement of dairy cattle is another method of improving the efficiency in dairy farming. A regional project in cooperation with the 11 other northeastern states is planned.

VII. Marketing Ornamental Nursery Products.--Existing knowledge of the marketing of nursery products in New England is meager. Lack of knowledge is particularly critical in this area and the industry has urgent need for research to carry out production and marketing programs.

VIII. Merchandizing Dairy Products.--There is need to evaluate the potential impact on the milk distribution system with particular attention on retailer and consumer acceptance, the distribution margin and milk consumption, and to evaluate the possibility of reducing distribution costs by providing price incentives to consumers to increase the size of their orders.

5/9/55

COMMITTEE

UNIVERSITY OF MASSACHUSETTS

MINUTES OF MEETING OF TRUSTEE COMMITTEE ON BUILDINGS & GROUNDS

May 11, 1955, 10:00 a.m., Dr. Bartlett's Office, Boston

Trustee Whitmore presiding

PRESENT: Trustees Bartlett, Brett, McDermott, Taber, Whitmore, President Mather, Treasurer Johnson, Secretary Burke

It was

VOTED: To dispense with reading of the call and reading of the minutes of the last meeting.

Master Plan

Mr. Sidney Shurcliff presented his preliminary plans toward the development of a master plan for the University. He displayed a map showing the present buildings, proposed new buildings, proposed new roads, parking areas, and discussed with the committee some of the problems involved in the development of a university for 10,000 students. He pointed out that the preliminary plans are not quite complete but that he will soon deliver complete preliminary plans together with written recommendations for study by the Board of Trustees. When the Trustees have made such comments and suggestions as they care to make, he can then undertake the preparation of final plans.

It was agreed that copies will be delivered to members of the Board in time for study and action in June.

Mr. Niels H. Larsen, consulting architect, was present during this discussion and gave his general endorsement of the plans as presented by Mr. Shurcliff. Mr. Larsen was invited to remain for the balance of the meeting.

Mr. Donald Ritchie presented plans for the Public Health building which is being designed as the first part of a Science Center building. He also showed preliminary sketches of his concept of the entire Science Center.

COMMITTEE

The committee asked Mr. Larsen whether such a large building as the Science Center would be suitable for the campus and particularly for the proposed location. Mr. Larsen answered that in his opinion the building must be designed as one large unit both for reasons of economy and reasons of joint use of facilities by the various science departments. He said the building has been designed so that the large mass will be broken up and he believes it is altogether fitting.

President Mather said that in the long run the University must have more functional buildings of larger size. It is wrong to deprive the youngsters of education to build fancy chimneys on smaller buildings. He pointed out the progressive changes in dormitory design from Butterfield dormitory to Van Meter dormitory and showed how the University has been able to get more for its money and hence serve more youngsters through functional design.

President Mather also pointed out a growing discrepancy between appropriations for new construction and appropriations for maintenance. The University now has $10,000,000 available for construction but the Legislature continues to cut the maintenance appropriation. The President said that a better balance between construction and maintenance must be worked out if the University is to forge ahead.

Science Center

Trustee Whitmore said he objects to flat roof construction and wants building designs kept as far as possible from factory-type construction. Trustee Taber suggested the possibility of another location for such a large building as the Science Center.

COMMITTEE

Mr. Larsen reiterated his belief that this building can be constructed satisfactorily in the proposed site. He pointed out that the projection shown by the architect would be seen only from an airplane and that the building will look much better at eye level.

In answer to question from Chairman Whitmore, Mr. Ritchie said that he is firmly convinced that his design for the Public Health building is within the appropriation. Treasurer Johnson said that the building has been designed to meet all department requirements and the needs of State Department of Public Health.

Goodell Library

Representatives of Ames, Childs and Graves presented preliminary plans for a $2,000,000 addition to the Library. This will encompass approximately 750,000 cubic feet, will provide for 400,000 volumes and 360 readers. The plans are so drawn that all the additional stacks do not need to go in the building at once. Rooms can be used for reading or other purposes until additional stacks are needed.

President Mather said that this addition to the Library will help the University to catch up in services to the present student body. Currently the Library seats only 6% of the students as against American Library Association standards of 25 to 35 percent. The number of books is also inadequate; in fact in a recent survey of 71 comparable libraries, the University of Massachusetts ranks about 68th in 15 different criteria of excellence. He said that further additions to the Library must be made as the student body grows.

Mr. Pierce and Mr. Wick of Shepley & Bulfinch presented preliminary plans for a $2,000,000 Liberal Arts building which will

provide facilities to handle 2,000 students an hour. In order to keep the building within the appropriation, there has been a reduction in the classroom space below the original askings of the various Liberal Arts departments.

COMMITTEE

Liberal Arts building

President Mather said that this reduction in askings should in no way deter the Trustees from proceeding with the construction of this building. Further facilities will be needed and are planned for over the next several years. Construction of this building will enable the University to destroy several fire-trap structures; plans for construction should proceed as rapidly as possible.

In answer to question from Chairman Whitmore, Mr. Pierce and Mr. Wick said that they believe their plans are within the appropriated funds. However, they emphasized that the plans have not yet gone to their estimator and they would reserve final opinion as to cost until their estimator has completed his checks.

They said the building should be ready for bid by January 1, 1956 and should be completed by September of 1957. In response to suggestions from members of the committee, they agreed to restudy the eastern facade of the building to see if the long straight lines can be broken for additional interest.

Student Union building

Louis W. Ross presented final plans for the $2,000,000 Student Union building. It is expected that bids will go out June 1, 1955 and the building should be completed by the fall of 1956. Mr. Larsen commented that the plans of Mr. Ross fit into the landscape and the interior planning is well done.

COMMITTEE

Women's Physical Education building

Mr. Shaw of Perry, Shaw, Hepburn, Kehoe and Dean presented final plans for the Women's Physical Education building. He estimated that the building will take 14 months for construction, 2 months for advertising and letting of contract. The building should be completed by September of 1957.

Power versus generating plant

The committee considered the question of purchasing electricity from Western Massachusetts Electric Company versus construction of facilities for additional production on the campus. This matter was discussed by the Executive Committee of the Board under date of April 26 with the understanding that further action would be taken at the May meeting of the Board.

Trustee Brett said that he has investigated the electric rates paid by the Hood Rubber Company and in view of the amount and the timing of the University power demands, he believes that the proposed rate of 1.8¢ KW by the Western Massachusetts Electric Company is fair.

Treasurer Johnson pointed out that the 1.8¢ KW rate proposed by Western Massachusetts Electric Company is based on the fact that Western Massachusetts Electric will not supply all the electric needs of the University. The University will continue to operate its present generators and will purchase from Western Massachusetts Electric only such electricity as will be needed in excess of University production or during off seasons when the University is not heating the buildings.

The Treasurer has checked rates at Amherst College which are higher than those of the University and rates at Mt. Holyoke College which buys electricity from South Hadley at a slightly higher rate than that proposed for the University.

COMMITTEE

The Treasurer said that he had also heard from Mr. Haigis who has checked electric rates of companies with which he is concerned. Mr. Haigis feels that the rate proposed for the University is not out of line.

Mr. Merrill of Merrill Associates is convinced that the rate is the lowest possible which can be obtained from the electric company. Mr. Donovan, the state engineer, feels that the rate is favorable. Treasurer Johnson has also approached Western Massachusetts Electric to see if they will cut the rate further and they will not do so. However, they might consider a contract somewhat shorter than the ten years proposed.

Treasurer Johnson reminded the Trustees that the University will need more boilers to heat the additional buildings regardless of the power problem. Studies have been made of oil versus coal firing for the new boilers. Merrill Associates recommend oil for the new boilers but to continue on coal for the present boilers. There is little difference in cost of operating. However the State Purchasing Agent advises coal firing even though boilers for coal would cost $200,000 more than oil fired boilers. He bases his recommendation upon the difficulty of obtaining a good supply of oil especially during the winter months in Amherst. Also, that in the event of war, coal is more dependable. The University has been selected as the site for state government if Boston must be abandoned.

The Treasurer pointed out that if the University enters into contract with Western Massachusetts Electric for furnishing of additional power needs, the University can save $500,000 in

capital outlay which would have been used for new generating facilities.

It was agreed that the committee would meet on Monday, May 16, at 11 o'clock at the Hotel Statler to discuss the five-year capital outlay program of the University. Copies of the proposed program were presented to each member of the committee for study in advance of this meeting.

The meeting was adjourned at 2:30 p.m.

J. W. Buck Secretary

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UNIVERSITY OF MASSACHUSETTS

MINUTES OF MEETING OF ADJOURNED TRUSTEE COMMITTEE
ON BUILDINGS AND GROUNDS

COMMITTEE

May 16, 1955, 11:00 a.m., Hotel Statler, Boston, Mass.

Trustee Whitmore presiding

PRESENT: Trustees Bartlett, Taber, Whitmore, President Mather, Treasurer Johnson, Secretary Burke

The committee considered the proposed capital outlay program for the five-year period beginning July 1, 1956 and it was unanimously

Capital Outlay Program

VOTED: To recommend that the Trustees approve a capital outlay program for the year beginning July 1, 1956 in the amount of $6,070,000 for 12 items as listed on the attached statement.

It was also unanimously

Five-Year Building Program

VOTED: To recommend that the Trustees authorize the administration to submit the five-year program to the Division of Building Construction in the amount of $31,890,000 as listed on the attached schedule.

The committee then considered architects for the $50,000 building to be constructed for the investigation of health problems of large animals. This building would result from gift of Miss Harriet G. Bird of Stow, Treasurer of Red Acre Farm Inc. and it was unanimously

Gift

Bird, Harriet G.

VOTED: To recommend that the Trustees employ McClintock and Craig of Springfield.

The meeting was adjourned at 12 o'clock.

J. W. Burke Secretary

UNIVERSITY OF MASSACHUSETTS

MINUTES OF MEETING OF TRUSTEE COMMITTEE ON
FACULTY AND PROGRAM OF STUDY

May 16, 1955, 12M, Hotel Statler, Boston, Mass.

Chairman Boyden presiding

PRESENT: Trustees Bartlett, Boyden, Miss Buxton, Crowley, Mrs. McNamara, Perry, President Mather, Treasurer Johnson, Secretary Burke

It was

VOTED: To dispense with reading of the call and reading of the minutes of the last previous meeting.

The committee reviewed proposed changes in the program of study resulting from recommendations of the University Committee on Course of Study and supported by President Mather. After discussion, it was unanimously

VOTED: To recommend that the Trustees approve the attached course changes.

Courses of Study

President Mather reviewed the procedures by which the University has sought candidates for the position of Provost and the position of Dean of the College of Arts and Science.

A committee of the Educational Policies Council has screened candidates for the position of Provost, has conducted a large number of interviews, and has brought candidates to the campus for interview by the entire Educational Policies Council.

At the same time a committee composed of four elected members from the School of Arts and four from the School of Science has been seeking candidates for the Deanship position. They considered 80 candidates and brought 13 to the campus for interview. After discussion and on the recommendation of President Mather, it was unanimously

UNIVERSITY OF MASSACHUSETTS

COMMITTEE

McCune, Shannon - Provost

VOTED: To recommend that the Trustees appoint Dr. Shannon McCune as Provost of the University effective September 1, 1955 at annual salary of $10,380.

Dr. McCune is Head of the Department of Geography at Colgate University and Administrative Assistant to the President of Colgate.

Also on the recommendation of President Mather, it was unanimously

Cahill, Fred V. - Dean of Arts and Science

VOTED: To recommend that the Trustees appoint Dr. Fred V. Cahill as Dean of the College of Arts and Science effective June 15, 1955 at annual salary of $8,580.

Dr. Cahill is Professor of Government at the University.

On the recommendation of President Mather, it was unanimously

Sevoian, Martin

VOTED: To recommend that the Trustees appoint Dr. Martin Sevoian as Professor of Veterinary Science "A" effective August 1, 1955 at annual salary of $7,080.

President Mather said that with the appointment of Dr. Cahill as Dean of the College of Arts and Science, Professor Frank Prentice Rand is being relieved as Acting Dean of the School of Liberal Arts. Professor Rand has served as Acting Dean for the past seven years and has served the University for 41 years. He has been the most outstanding person on the campus in the development and maintenance of the Liberal Arts program and in the formulation and administration of academic activities. He has contributed immeasurably to the cultural life of the community. The University Committee on Honorary Degrees has unanimously voted to recommend the awarding of the degree of Doctor of Humane Letters to

CHANGES IN THE COURSE OF STUDY

Romance Languages

To revive a dropped course formerly taught as:
FRENCH 7 (I) 8 (II) INTERMEDIATE FRENCH
Selected readings from representative French literary works and a thorough review and study of grammar. Compositions, reports, outside reading. Intensive oral practice.
3 class hours; 1 laboratory period Credit, 3
Prerequisites, 2-3 years of high school French; as substantiated by placement examination.

To offer the following new courses:
FRENCH 25 (I) 26 (II) INTRODUCTION TO FRENCH LITERATURE
A study of the outstanding literary trends with readings from representative masterpieces of the literature from the Middle Ages to the present. Lectures, reports and discussion. Prerequisite French 7, 8

ITALIAN 27 (I) 28 (II) ORAL ITALIAN
This course is intended for those students who wish to perfect their knowledge of the spoken language. Prerequisites, Italian 5, 6 or special permission of the Department

ITALIAN 25 (I) 26 (II) INTRODUCTION TO ITALIAN LITERATURE
This course traces the development of Italian literature from the 13th through the 20th centuries. Lectures, readings from some of the most important works, reports and discussions. The course is conducted in Italian.
Prerequisites, Italian 5, 6 or special permission of the Department

SPANISH 63 (I) 64 (II) ADVANCED SPANISH COMPOSITION AND SYNTAX
A study of syntax and idioms, and of those more advanced and difficult elements which constitute stylistics. An abundance of original composition leads the student to express himself clearly, logically and fluently in living Spanish. Open to juniors and seniors majoring in Spanish and to other qualified students by special permission of the department.
Prersquisites, Spanish 9, 10 and at least one course in Spanish literature.

SPANISH 85 (I) 86 (II) CERVANTES.
Reading of Don Quixote; lectures, discussions, collateral readings and reports. The course is conducted in Spanish.
Prerequisites, Spanish 25, 26 or special permission of the Department.

Olericulture

To change Olericulture 73, Commercial Olericulture, to
OLERICULTURE 52 (II) COMMERCIAL VEGETABLE PRODUCTION
This course deals with the commercial production of the more important vegetable crops grown out of doors and under glass, including the principles basic to vegetable farm organization and management, plant growing, varieties, soil management, cultivation, weed control, irrigation and other special cultural practices. Trips to nearby farms will be required.
2 class hours; 1-2 hr. laboratory period. Credit, 3
8:00-8:50 Mon., Fri. 3:00-4:50 Fri. Mr. Johnson

To offer the following new course:
OLERICULTURE 80 (II) SPECIAL PROBLEMS.
An advanced study of specific problems relative to the production and marketing of vegetable crops, including a review of basic research reports, current literature and in the presentation of written and oral reports by each student working under a specific member of the Department staff.
1 class hour; 4 laboratory hours. Credit, 3
By arrangement Mr. Snyder & Department

To drop Horticulture 1, Plant Propagation, and to substitute
HORTICULTURE 2 BASIC HORTICULTURE
An introductory course for those interested in acquiring some basic knowledge of horticulturally important plants. This is concerned with the structure, flowering and fruiting habits, propagation, training, pruning, and storage of many of our economic plants as well as an introductory discussion of the influence of soil, nutritional status, environmental factors and growth regulating substances on their development.
2 Class hours, 1 2-hr. laboratory

Pomology

To change Pomology 53, General Pomology, to:
POMOLOGY 25 (I) INTRODUCTORY POMOLOGY.
This course deals with modern tree fruit production including varieties orchard sites and soils, planting systems, soil management, fertilizers, bearing habits, pruning, pollination, thinning, pest control and handling the crop. The content of this course should be of value to students majoring in allied fields.
2 class hours; 1 2-hr. laboratory period. Credit, 3

To change Pomology 81-82, Advanced Pomology, to the following two courses:
POMOLOGY 79 (I) ADVANCED POMOLOGY (1956-57)
Special attention is given to more important findings of research dealing with the interrelation of stock and scion, temperature influences, water relationships and the mineral nutrition of fruit plants. The geography of world fruit production is also considered. Given in alternate years.
Prerequisite Pomology 25 or equivalent. Credit, 3
2 class hours; 1 2-hr. laboratory period.

POMOLOGY 81 (I) ADVANCED POMOLOGY (1957-58)
A critical study of the more important research dealing with pollination, fruit set and thinning, preharvest drop, biennial bearing, and the physiology of fruit during storage. The location and objectives of fruit breeding programs in the United States are also discussed. Given in alternate years.
Prerequisite Pomology 25 or equivalent. Credit, 3
2 class hours; 1 2-hr. laboratory period.

To change Pomology 77 (I), Commercial Pomology, to POMOLOGY 77 (I) FRUIT MARKETING (1957-58)
This course consists of a critical study of the handling of fruit from tree to consumer, including such phases as the physiology of fruit as related to harvesting procedure, also fruit grades and grading, packing, storing and merchandizing. Given in alternate years.

To change Pomology 84 (II), Seminar, to
POMOLOGY 84 (II) SPECIAL PROBLEMS IN POMOLOGY
Each student will investigate an individual problem pertinent to his future objectives. Reports on these student problems and on current pomological research will be presented at the weekly class hours.
Prerequisites Pomology 79 and 81. Credit, 3
1 class hour; 4 laboratory hours.

Geology

To expand Geology 51 (I), Mineralogy, to a two semester course as follows:
GEOLOGY 51 (I) 52 (II) MINERALOGY
A course designed to meet the needs of students majoring in geology and allied fields. The first semester's work deals with all of the mineral classes with the exception of the silicate group which has been reserved for the second semester.
Prerequisite: Chemistry I and II Credit, 3
1 class hour; 2 2-hr. laboratory periods.

Home Economics

To drop Home Economics 1, Introduction to Home Economics, and to substitute the following course, with the proviso that no student be permitted to take both Home Economics II and Home Economics 80 for credit:
HOME ECONOMICS II (I) EUTHENICS
A study of the influences of family living experiences upon personality development with emphasis upon self-understanding as a prerequisite to healthy adjustment in present and future life of the student. A discussion of the knowledge and skills necessary for successful home-making involving marriage and parenthood.
3 class hours. Credit, 3

To drop Home Economics 2, Clothing Selection, and to substitute the following course: HOME ECONOMICS 12 (II) CONSUMER CLOTHING PROBLEMS
This course consists of three fundamental approaches to clothing problems: consumer education in relation to economics in the field of ready-to-wear; a study of art and psychology applied to the selection of apparel; basic principles of construction. A pretest is offered, during the first semester, to women who have had previous study or experience in this field. Adjustments in assignments will be made according to ability.
2 class hours; 1 2-hour laboratory period. Credit, 3

Nursing

To approve the following three courses from the Division of Nursing. These courses are substantially the same as others already approved for that curriculum but they are intended for Graduate Nurses and it is deemed advisable to have them appear under separate number and title to avoid confusion in transcripts:

NURSING 70 (G.N.) MANAGEMENT OF THE HOSPITAL NURSING UNIT
General principles of management are applied to management of patient care in the hospital nursing unit. Emphasis is placed upon the nurse as a member of the health and nursing team. The course is planned for the potential head nurse, the experienced head nurse without formal preparation and/or the staff nurse interested in leadership of the nursing team. By permission of instructor. Credit, 2

NURSING 71 (G.N.) NEWER CONCEPTS IN MATERNAL AND CHILD CARE
A concept of family centered care is developed through discussion of newer methods of maternal and new born care; consideration of the relationship of basic philosophies and principles of child care to recent developments in the field of pediatric nursing; and a beginning study of the meaning of illness to the child, his parents and the nurse. By permission of instructor. Credit, 2

NURSING 72 (G.N.) PERSONNEL PROGRAMS IN SCHOOLS OF NURSING
An appraisal of the principles, practices and problems related to the organization and implementation of effective student personnel services within a school of nursing. Techniques used in the selection and counseling of students are demonstrated. Practice is given in the evaluation of selected student personnel programs. By permission of instructor.
Credit, 2

Liberal Arts

To approve the following courses from the School of Liberal Arts:
GOVERNMENT 55 (S) THE PRESIDENCY IN AMERICAN GOVERNMENT (to be given in Summer School only) The growth of the executive in U. S. Government. Varying conceptions of the presidential office. Constitutional and political aspects of the office in legislation, administration and conduct of foreign and military affairs. President as party leader.
Prerequisite Government 25. Credit, 3

EDUCATION 81 (S) TEACHING FOREIGN LANGUAGE IN ELEMENTARY SCHOOL (to be given in Summer School only) The latest techniques, methods, and materials will be presented by instructors from the Departments of Education and Foreign Language. (For trainees in elementary education or elementary teachers who have a major in foreign language). Credit, 3

SOCIOLOGY 26. PRINCIPLES OF SOCIOLOGY
A survey of the theoretical development of major sociological concepts with emphasis on American sociologists and their contributions. Reading and analysis of monographs utilizing the sociological frame of reference for selected areas.
3 class hours. Credit, 3

Mathematics

To authorize the Mathematics Department to continue for one more year (1955-56) to experiment with six sections in freshman Mathematics for Liberal Arts majors with course descriptions as follows:

Mathematics 1. Introductory Mathematics I. Basic set-theoretic and axiomatic concepts, number systems and equations. A study of elementary functions, algebraically and by the methods of analytic geometry.

Mathematics 2. Introductory Mathematics II. A terminal course intended for students whose curriculum calls for just one year of Mathematics. A continuation of Mathematics 1, including topics from the calculus, statistics and mathematics of finance.

Mathematics 4. Introductory Mathematics IV. A continuation of Mathematics 1 for those students intending to take further courses in Mathematics. Analytic geometry and trigonometry.

Professor Rand at the June commencement. The committtee unanimously

Rand, Frank Prentice - Honorary degree Doctor of Humane Letters

VOTED: To recommend that the Trustees award the degree Doctor of Humane Letters to Frank Prentice Rand at the June commencement in 1955.

It was unanimously

Helming, Vernon P. - Sabbatical Leave

VOTED: To recommend that the Trustees change the sabbatical leave granted to Dr. Vernon P. Helming from one year at half pay to one semester at full pay for study in Europe. Leave is to be taken during the spring of 1956 subject to the usual conditions pertaining to sabbatical leaves.

On the recommendation of President Mather, it was unanimously

Rice, Victor A. - Professor of Animal Husbandry Emeritus

VOTED: To recommend that the Trustees name Professor Victor A. Rice, Professor of Animal Husbandry Emeritus effective on his retirement August 31, 1955.

President Mather said that the Committee on Agriculture and Horticulture which would be reporting later in the day is recommending the consolidation of the present separate Departments of Dairy Industry and Animal Husbandry on the retirement of Professor Rice as Head of the Department of Animal Husbandry. On the recommendation of the President, it was unanimously

Hankinson, Denzel J. - Head of Department of Dairy and Animal Science

VOTED: To recommend that the Trustees appoint Dr. Denzel J. Hankinson, currently Head of the Department of Dairy Industry, to Head of the Department of Dairy and Animal Science effective September 1, 1955.

The meeting was adjourned at 12:30 p.m.

Secretary

UNIVERSITY OF MASSACHUSETTS

MINUTES OF MEETING OF TRUSTEE COMMITTEE ON BUILDINGS AND GROUNDS

COMMITTEE

June 24, 1955, 10:30 a.m., Dining Commons, Amherst, Mass.

Chairman Whitmore presiding

PRESENT: Trustees Whitmore, Bartlett, Brett, Haigis, Taber, President Mather, Treasurer Johnson, Secretary Burke

Treasurer Johnson said that the Legislature seems about to pass appropriations for (1) $88,000 for plans for addition to the Library, (2) $2,000,000 construction of the Liberal Arts building and (3) $250,000 construction of the vegetable gardening building and greenhouse. The Trustees have 21 days from the time of appropriation in which to name architects for these projects. After that time the Commission on Administration and Finance may name architects. After discussion, it was unanimously

Library addition

VOTED: To recommend that the Trustees employ Ames and Graves of Boston to prepare working plans and specifications for the proposed addition to the Library.

It was unanimously

Liberal Arts building

VOTED: To recommend that the Trustees employ Shepley, Bulfinch, Richardson, Abbott of Boston to prepare working plans and specifications for the proposed Liberal Arts building.

It was unanimously

Vegetable Gardening building

VOTED: To recommend that the Trustees approve architects for the vegetable gardening building and greenhouse in the following priority order:

1. Clinton Goodwin of Haverhill
2. Maloney & Tessier of Springfield
3. William B. Colleary of Centerville

Treasurer Johnson said that it is expected that $1,169,000 will also be appropriated for additions to the boiler capacity in the power plant of the University and after discussion, it was

Power Plant addition

VOTED: To recommend that the Trustees employ Merrill Associates of Boston to prepare working plans and specifications for additions to the boiler capacity.

Gift

President Mather said that Miss Harriet G. Bird of Stow has turned over $45,000 to the University and expects to present an additional $5,000 shortly for the construction of a building for the investigation of health problems of large animals.

Bird, Harriet G.

Treasurer Johnson said that earlier it was expected that this building would be constructed as a separate unit on the campus and for this reason the administration had recommended employment of McClintock and Craig of Springfield. Although the Trustees voted to authorize employment of McClintock and Craig, the firm was never notified of the selection as meanwhile it became evident that the building would be more useful if it were constructed as an addition to the present animal-holding pens behind Paige Laboratory. The architect for these pens was Louis W. Ross of Boston and it seems best to employ Mr. Ross to add a wing to his building.

Animal Health building

Members of the committee raised question as to possible reaction of McClintock and Craig. Treasurer Johnson said that since the building is not a large or expensive building, he was sure that McClintock and Craig would have no objection and that the University is in no way committed to this firm. After discussion, it was

COMMITTEE

VOTED: To recommend that the Trustees rescind previous vote naming McClintock and Craig of Springfield as architects for the proposed animal health building.

and it was

VOTED: To recommend that the Trustees name Louis W. Ross of Boston for construction of the building for investigation of health problems of large animals and to authorize the Treasurer to enter into contract with Mr. Ross in the name of and for the Board of Trustees when the $50,000 fund is in hand.

It was

VOTED: To recommend that the Board of Trustees authorize construction of the animal health building resulting from gift of Miss Harriet G. Bird as an addition to the animal holding pens near Paige Laboratory.

It was

Science Center

VOTED: To recommend that the Trustees name James H. Ritchie Associates of Boston as architect for the second unit of the Science Center to make a preliminary study and cost estimate.

There was discussion of the location of the new vegetable gardening building and greenhouse. Treasurer Johnson recalled that the Trustees had earlier voted to locate this building near French Hall. At that time it was thought that the building would become part of a large plant-science center. Since that time the area has been studied more carefully and the Head of the Geology Department of the University has stated that the proposed area is the bed of a former glacial lake and would require very expensive footings. Also with the study of the campus by the master planners, it becomes evident that the agricultural unit should be moved to the northwest portion of the campus. Furthermore, the

area between French and Fernald Halls will be needed for parking to accommodate employees and visitors at the Science Center. The committee called in Dr. Sieling, Dean of Agriculture, and Professor Snyder, Head of the Department of Vegetable Gardening, to discuss the location of the vegetable gardening building. After discussion, it was unanimously

Vegetable Gardening building

VOTED: To recommend that the Trustees rescind previous vote locating the vegetable gardening building near French Hall and authorize the construction of the building to the west of the engineering group and Paige Laboratory.

President Mather reported that the Legislature is about to appropriate $12,000 for the purchase of the Montague property and it was

Montague property

VOTED: To authorize the Treasurer, in the name of and for the Board of Trustees, to take up the option which the Trustees now hold for purchase of the Montague property.

Trustee Brett said that the bill authorizing the Massachusetts Building Association to construct two more dormitories has been passed by the Legislature. He said that the Association would like to have instructions from the Trustees as to completion dates. After discussion, it was

Dormitories

Van Meter House

VOTED: To recommend that the Trustees request the Massachusetts Building Association to proceed immediately with construction of the remaining portion of Van Meter dormitory aiming for completion date by September of 1956.

It was also

Dormitories

VOTED: To recommend that the Trustees request the Massachusetts Building Association to defer any further construction of dormitories pending future authorization from the Board.

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Trustee Brett said that the $2,000,000 worth of bonds for the Student Union Building have been sold and the Massachusetts Building Association is now ready to proceed with construction.

It was

Student Union Building

VOTED: To recommend that the Trustees enter into lease agreement with the Massachusetts Building Association covering lease of land and lease of the Student Union Building.

The meeting was adjourned at 12:30 p.m.

Secretary

OMMITTEE

UNIVERSITY OF MASSACHUSETTS

MINUTES OF MEETING OF TRUSTEE COMMITTEE ON
FACULTY AND PROGRAM OF STUDY

June 24, 1955, 12:30 p.m., Dining Commons, Amherst, Mass.

Chairman Boyden presiding

PRESENT: Trustees Boyden, Bartlett, Miss Buxton, Crowley, President Mather, Treasurer Johnson, Secretary Burke

President Mather said that Professor Frank Prentice Rand, Head of the Department of English has asked to be relieved of the headship of this department and to remain in service as a full Professor as he is nearing the retirement age. After discussion and on recommendation of the former Acting Dean of Liberal Arts, of the present Dean of the College of Arts and Science, and of the President, it was unanimously

Frank Prentice Rand

VOTED: To recommend that the Trustees promote Dr. Maxwell H. Goldberg from Professor to Head of the Department of English, effective September 1, 1955.

Maxwell H. Goldberg

On the recommendation of President Mather, it was unanimously

VOTED: To recommend that the Trustees promote Dr. Stowell C. Goding from Professor to Head of the Department of Romance Languages, effective September 1, 1955.

Stowell C. Goding

Dr. Goding succeeds Dr. Charles F. Fraker who is retiring August 31, 1955.

President Mather said that with the consolidation of the Departments of Dairy Industry and Animal Husbandry into one department, a Head of Department position vacated through the retirement of Professor Rice is available for filling and that in his judgment this position should be used in the College of Arts and

Science. Upon the recommendation of the President, it was unanimously

COMMITTEE

J. Henry Korson

VOTED: To recommend that the Trustees use the department headship vacated by Professor Rice to promote Dr. J. Henry Korson from Professor to Head of the Department of Sociology, effective September 1, 1955.

On the recommendation of President Mather, it was unanimously

Clarence W. Shute

VOTED: To recommend that the Trustees use the Professorship vacated by promotion of Dr. Korson to promote Dr. Clarence W. Shute from Associate Professor to Professor of Philosophy, effective September 1, 1955.

On the recommendation of President Mather, it was unanimously

Albert E. Goss

VOTED: To recommend that the Trustees use the Professorship vacated by Dr. Goding for the promotion of Albert E. Goss from Associate Professor to Professor of Psychology, effective September 1, 1955.

On the recommendation of the University Course of Study Committee and of President Mather, it was unanimously

New Courses

VOTED: To recommend that the Trustees approve the following new courses and changes in the course of study. (See attached)

On the recommendation of the Graduate School Council and of President Mather, it was unanimously

Master of Science in Chemical Engineering

VOTED: To recommend that the Trustees approve the offering of a new degree, Master of Science in Chemical Engineering, and approve the attached curriculum for this degree.

The meeting was adjourned at 1 o'clock.

R. O. Burke Secretary

UNIVERSITY OF MASSACHUSETTS

MINUTES OF MEETING OF TRUSTEE COMMITTEE ON
FACULTY AND PROGRAM OF STUDY

September 29, 1955, 2:00 p.m., Hotel Statler, Boston, Mass.

Chairman Boyden presiding

PRESENT: Trustees Bartlett, Boyden, Crowley, Desmond, Mrs. McNamara, Perry, President Mather, Treasurer Johnson, Secretary Burke

On the recommendation of President Mather, it was unanimously

VOTED: To recommend that the Trustees appoint Mr. Julian M. Fore as Head of the Department of Agricultural Engineering effective October 3, 1955 at annual salary of $7680.

Julian M. Fore, Head Dept. Agricultural Engineering

On the recommendation of President Mather, it was unanimously

VOTED: To recommend that Professor Fred C. Ellert who has been Acting Head of the Department of German be confirmed as Head of the Department effective September 1, 1955.

Fred C. Ellert, Head Dept. of German

President Mather said that for some years there has been increasing emphasis on offerings in Speech in the Department of English. This section of the department has grown to five members offering a wide range of courses including radio and television. The English Department and the College of Arts and Science feel that the time has come to establish Speech as a separate department. After discussion and on the recommendation of the President, it was unanimously

VOTED: To recommend that the Trustees establish a Department of Speech in the College of Arts and Science and name Professor Arthur E. Niedeck as Head of the Department effective September 1, 1955, with the understanding that he will receive proper increase in salary as soon as budget provisions may allow.

Arthur E. Niedeck, Head Dept. of Speech

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President Mather said that as a result of demand on the part of local government units, the Legislature has voted to establish a Government Research Bureau at the University and has appropriated funds in the amount of $18,000 for the current fiscal year. The purpose of the bureau will be to assist Boards of Selectmen, town officers, and others in undertaking research studies as may be needed. After discussion and on the recommendation of the President, it was

Bureau of Government Research

VOTED: To recommend that the Trustees establish a Bureau of Government Research responsible directly to the Provost and through him to the President of the University effective October 1, 1955.

President Mather said that partly as a result of increased interest in the Summer Session and partly as a result of veterans and others entering the University in the second semester rather than the first semester, a considerable number of students are completing the academic requirements for the degree at the end of the summer period or at the end of the first semester. In the past these students have been required to wait until the June commencement to receive their degree. Meantime they must explain to employers and others interested that they have earned a degree but have not yet received it. Furthermore, by the following June many may be employed in far parts of the country or in the armed forces. The President feels that it would be more appropriate to allow the students to receive their degrees shortly after they are earned. After discussion and on the recommendation of the President, it was unanimously

OMMITTEE

VOTED: To recommend that the Trustees approve awarding of earned degrees at the end of the summer session and at the end of the first semester as well as at the annual commencement in June, with the understanding that students who complete their work at the end of the summer or at the end of the first semester be given the option of receiving the degree then as voted individually by the faculty and by the Board of Trustees or of receiving the degree at the following June commencement.

Degrees

On the recommendation of President Mather, it was unanimously

VOTED: To recommend that the Trustees name Dr. Charles F. Fraker, Professor of Romance Languages Emeritus, effective on his retirement August 31, 1955.

Charles F. Fraker - Emeritus

On the recommendation of President Mather, it was unanimously

VOTED: To recommend that the Trustees name S. Church Hubbard, Assistant Professor of Floriculture Emeritus, effective on his retirement August 31, 1955.

S. Church Hubbard - Emeritus

The meeting was adjourned at 2:40 p.m.

R O Burk Secretary

UNIVERSITY OF MASSACHUSETTS

MINUTES OF MEETING OF TRUSTEE COMMITTEE ON FINANCE

September 29, 1955, 2:40 p.m., Hotel Statler, Boston, Mass.

COMMITTEE

Chairman Haigis presiding

PRESENT: Trustees Haigis, Bartlett, Cashin, McDermott, Whitmore, President Mather, Treasurer Johnson, Secretary Burke

On the recommendation of Chairman Haigis, it was

Stock

VOTED: To recommend that the Trustees authorize the Treasurer, Kenneth W. Johnson, to subscribe to $800, 12-year 3 7/8% convertible debentures of the American Telephone and Telegraph Company, using 64 rights now held by the Trustees and to sell the remaining 2 rights, with the provision that the company hold the same and convert to common stock on December 13, 1955.

On the recommendation of Chairman Haigis, it was

VOTED: To recommend that the Trustees authorize the Treasurer, Kenneth W. Johnson, to convert the $900 of 3 3/4% debentures due December 10, 1965 of the American Telephone and Telegraph Company now held by the Trustees into common stock of the American Telephone and Telegraph Company.

On the recommendation of Chairman Haigis, it was

V. A. Rice Scholarship Fund

VOTED: To recommend that the Trustees authorize the Treasurer, Kenneth W. Johnson, to accept the V. A. Rice Scholarship Fund of $2,600 and establish it as an Endowment Fund of the University with the income therefrom to be made available, on an annual basis, for scholarships for worthy students majoring in the animal husbandry sequence in Dairy and Animal Science in either the four-year or Stockbridge School Program.

Treasurer Johnson said that the University has received the sum of $7372.03 from the legacy of Hannah K. Crooke to the Ascension Farm School. He explained that Miss Crooke had made a will leaving $15,000 to the Ascension Farm School but the will was

made after the school had been dissolved. The assets of the Ascension Farm School were turned over to the University of Massachusetts. The Ascension Farm School was revived legally so that it might receive Miss Crooke's legacy and turn the amount over to the University along with the previous assets. However, certain heirs of Miss Crooke took legal action to prevent the $15,000 legacy going to the Ascension Farm School. Finally the matter was compromised out of court and by agreement of the lawyers representing the University, by agreement of the University Treasurer, and by agreement of the Attorney General of Massachusetts, the University settled for $9,037. From this amount legal fees of $1,664.97 were deducted leaving a net amount of $7,372.03.

On the recommendation of the Chairman, it was unanimously

Ascension Farm School

VOTED: To recommend that the sum of $7,372.03 received from the legacy of Hannah K. Crooke to the Ascension Farm School be added to the Ascension Farm School Endowment Fund Principal and that the income therefrom be used for the same purpose, namely the education and training in agriculture of boys resident in Western Massachusetts.

On the recommendation of Chairman Haigis, it was unanimously

Unrestricted Endowment Funds

Sprague Fund

VOTED: To recommend that the Trustees authorize the Treasurer, Kenneth W. Johnson, to approve the disbursements from the Unrestricted Endowment Funds and the Sprague Fund for the period July 1, 1954 to June 30, 1955, as shown in the accompanying reports.

The meeting was adjourned at 3:10 p.m.

J. W. Burke Secretary

UNIVERSITY OF MASSACHUSETTS

MINUTES OF MEETING OF EXECUTIVE COMMITTEE

October 27, 1955, 2:00 p.m., Chairman Bartlett's Office

COMMITTEE

Chairman Bartlett presiding

PRESENT: Trustees Bartlett, Brett, Cashin, Treasurer Johnson, Secretary Burke

It was

VOTED: To dispense with reading of the call and reading of the minutes of the last meeting.

Chairman Bartlett and Trustee Brett explained that it would be necessary to take certain legal steps in connection with the building of dormitory #14 inasmuch as this building is to be constructed as an extension of Van Meter House, dormitory #13. The legal technicalities are caused by the fact that certain land leased for the first portion of Van Meter House will need to be released for use by the extension of Van Meter House. Under terms of the bond issue this extension is a separate self-liquidating unit and is a legal entity apart from the first portion of Van Meter House. Trustees Bartlett and Brett also pointed out that the contractor will need to alter the north wall of the first portion of Van Meter House as the second portion is being constructed against this wall. It is necessary to protect both the Commonwealth and the Massachusetts Building Association from liabilities which may arise in connection with changes in this wall. After discussion, it was unanimously

Van Meter House

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VOTED: That the form of indenture for amendment of the Land Lease dated as of March 1, 1954, and recorded with Hampshire Deeds, Book 1165, Page 121, from the Commonwealth of Massachusetts to University of Massachusetts Building Association, be and hereby is approved as presented to this meeting, said amendment to be consented to by Second Bank - State Street Trust Company (State Street Trust Company), of Boston, Massachusetts, as Trustee under Trust Indenture dated as of March 31, 1954; and that the Trustees of the University of Massachusetts, or a majority thereof, be and hereby are authorized, in the name and on behalf of the Commonwealth of Massachusetts, to execute, acknowledge and deliver, in or substantially in the form presented to this meeting, said indenture and to cause the common seal of the University of Massachusetts to be affixed thereto.

It was also unanimously

VOTED: That the form of consent under the Building Lease dated as of March 1, 1954, from University of Massachusetts Building Association to The Commonwealth of Massachusetts be and hereby is approved as presented to this meeting, the giving of said consent to be consented to by Second Bank - State Street Trust Company (State Street Trust Company) of Boston, Massachusetts, as Trustee under Trust Indenture dated as of March 31, 1954; and that the Trustees of the University of Massachusetts, or a majority thereof, be and hereby are authorized, in the name and on behalf of the Commonwealth of Massachusetts, to execute, acknowledge and deliver, in or substantially in the form presented to this meeting, said consent and to cause the common seal of the University of Massachusetts to be affixed thereto.

The Trustees then discussed the terms of the land and building leases for dormitory #14 and after discussion, it was unanimously

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COMMITTEE

VOTED: That the form of lease from The Commonwealth of Massachusetts to University of Massachusetts Building Association of a parcel of land for the erection of one student dormitory building, all pursuant to Acts of 1939, Chapter 388, as amended or supplemented by Acts of 1945, Chapter 390, by Acts of 1946, Chapter 352, by Acts of 1948, Chapter 185, by Acts of 1950, Chapter 414, by Acts of 1952, Chapter 211, by Acts of 1953, Chapter 356, by Acts of 1954, Chapter 400, and by Acts of 1955, Chapter 444, be and hereby is approved as presented to this meeting; and that the Trustees of the University of Massachusetts, or a majority thereof, be and hereby are authorized, in the name and on behalf of The Commonwealth of Massachusetts to execute, acknowledge and deliver, in or substantially in the form presented to this meeting, said lease of land from the Commonwealth to the Association and to cause the common seal of the University of Massachusetts to be affixed thereto.

It was also unanimously

VOTED: That the form of lease of one student dormitory building by University of Massachusetts Building Association to The Commonwealth of Massachusetts pursuant to Acts of 1939, Chapter 388, as amended or supplemented by Acts of 1945, Chapter 390, by Acts of 1946, Chapter 352, by Acts of 1948, Chapter 185, by Acts of 1950, Chapter 414, by Acts of 1952, Chapter 211, by Acts of 1953, Chapter 356, by Acts of 1954, Chapter 400, and by Acts of 1955, Chapter 444, said building to be erected by said Association on a parcel of land to be leased to it by the Commonwealth, be and hereby is approved as presented to this meeting; and that the Trustees of the University of Massachusetts, or a majority thereof, be and hereby are authorized in the name and on behalf of the Commonwealth of Massachusetts to execute, acknowledge and deliver, in or substantially in the form presented to this meeting, said lease of one student dormitory building from said Association to the Commonwealth and to cause the common seal of the University of Massachusetts to be affixed thereto.

OMMITTEE

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ROTC Classroom Building

Treasurer Johnson said that in the capital outlay budget approved by the Board of Trustees for the year beginning July 1, 1956, the ROTC classroom building stood in seventh priority position in the list of approved construction. At that time the University expected the building would cost $600,000. After further review the administration now recommends to the Trustees that the appropriation requested from State funds for this building be reduced to $400,000 and that the building be moved to #3 position in priority order.

Under terms of the long standing agreement between the University and the Department of Defense, the University is obligated to provide physical facilities for ROTC instruction. This is part of its land-grant obligation. The ROTC program is now housed in the same building used for physical education for women. This building is to be torn down to make way for the Liberal Arts Building for which funds have been provided by the Legislature. When the old building is torn down there will be no place for the ROTC required program.

Furthermore, President Mather has discussed this matter with Federal officials and it appears likely that a Federal bill will be passed to provide matching funds for construction of ROTC facilities on land-grant campuses.

Should this Federal bill pass and should the State pass an item of $400,000, the University would have a total of $800,000 for construction of the ROTC building. After discussion, it was unanimously

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VOTED: To authorize the President to place the FOTC building in #3 priority position in the capital outlay program for the year beginning July 1, 1956 and also to authorize the President to reduce the request for State appropriation for this building to $400,000.

Waltham Field Station - land

Treasurer Johnson said that the University has received a letter from the Middlesex County Commissioners requesting the University to allow them to take certain land at the Waltham Field Station in connection with street widening under Chapter 90. The land which they desire is along the highway in front of the Field Station building. Included in the land taking would be fences, walls, trees, shrubbery and part of the gardens. After discussion, it was unanimously

VOTED: To refer to the Trustee Committee on Buildings and Grounds for recommendation the request from the Middlesex County Commissioners to take certain land at the Waltham Field Station.

Sewer System

Treasurer Johnson said that the University under authorization of the Trustees is now paying $3,000 per year to the town of Amherst for sewer service. The $3,000 represents a negotiated rate. Last year the town voted that in the future sewer charges would be one-third of the water charges for each user in town. The University's water bill this year will be about $21,000 which means that the sewer charge will be approximately $7,000. The new rate of payment went into effect January 1, 1955 and the University has been billed by the town at this new rate. During the course of discussion, it was pointed out that the University contributed one-third of the cost of construction of the town sewer plant; that the University contributed the land on which the plant is located. Mr. Johnson reported that there has been some

feeling in the town of Amherst that the University has not been paying its share of the costs of local government brought about by the presence of the University. Townspeople have said that the University and Amherst College cause expense to the town for additional police protection, fire protection and for school facilities. Some townspeople have also been critical of the fact that the Faculty Apartments at the University are tax exempt. After discussion, it was unanimously

VOTED: To authorize the Treasurer to pay the sewer charges as billed by the town of Amherst.

Degrees

Secretary Burke said that on September 29, 1955 the Trustees had voted "To approve awarding of earned degrees at the end of the summer session and at the end of the first semester as well as at the annual commencement in June, with the understanding that students who complete their work at the end of the summer or at the end of the first semester be given the option of receiving the degree then as voted individually by the faculty and by the Board of Trustees or of receiving the degree at the following June commencement." Since that time 45 students have been certified by the Registrar as meeting all requirements for the baccalaureate degree. The faculty of the University met on October 13, 1955 and voted to recommend to the Board of Trustees that the 45 candidates be promoted to graduation and awarded the appropriate bachelors degree.

It was the intention of the Trustees to take final action on these candidates at the meeting called for October 15, 1955. This meeting was rained out and final action still is in abeyance.

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Chairman Bartlett asked whether the students were canvassed as to whether they wished to receive the degree now or next June. Secretary Burke said that he had written to all students and has received replies from almost everyone. In only one instance does the student prefer to receive the degree next June and this privilege will be granted to him under terms of the Trustee vote.

After discussion and on the recommendation of the faculty of the University and of the President, it was unanimously

VOTED: To award the attached degrees to the candidates as listed below with the understanding that the degrees will be awarded as of October 27, 1955 to those students desiring their diplomas at that time or as of commencement time in June of 1956 to any student who may prefer to receive his degree at that time.

The meeting was adjourned at 3:45 p.m.

J. W. Burke Secretary

J. W. Bartlett Chairman

UNIVERSITY OF MASSACHUSETTS

MINUTES OF SPECIAL COMMITTEE FOR FURTHER STUDY OF THE QUESTION OF TUITION INCREASE

January 20, 1956, 11:00 a.m., President's Office, Amherst, Mass.

Chairman Boyden presiding

PRESENT: Trustees Boyden, Brown, Buxton, Crowley, President Mather, Provost McCune, Treasurer Johnson, Secretary Burke

Tuition and Fees

President Mather read those passages in the Governor's message to the Legislature which pertained to the question of possible tuition increase. He pointed out that the Governor had recommended the possibility of statutory action relative to tuition and said that it might be unfortunate to have tuition fixed by statute. Up to the present time the Board has been free to fix tuition without legislation and it seems best for this power to remain with the Board of Trustees. A trend in the opposite direction would further take away from the already limited powers of the Board and would undermine the tradition of public trusteeship.

The President spoke of Budget Commissioner Bixby's reference to the increasing spread between appropriations and income at the University and presented figures to show that this increased spread is not attributable, to any extent, to an increased cost per student but rather reflects the total growth of the University. At most in the past five years there has been a 21.5% increase in cost per student borne by the state. At the same time direct costs which the student pays for his education at the University have increased 18%. The 18% figure does not include charges for books, clothing, recreation, travel to and from home and other miscallaneous costs. (See attached statements)

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President Mather pointed out that at the last meeting of the Board the room rent was increased $15 per year and a $20 per year fee was established for amortization and use of the Student Union Building.

The President read a petition against increased tuition adopted by the Student Senate on January 17. Copy is appended to these minutes.

He said that the administrative officers of the University have been giving the problem of tuition considerable study in an effort to find a basic principle on which a sound recommendation could be made.

It is established practice for state universities to charge some fee to the student. The question is how much this fee should be. It might be possible to rationalize a small tuition increase to place the University about in the median of what other universities are charging but this effort would be based on current practice rather than on any educational principle.

Trustee Crowley and Trustee Brown defended the idea of no increase in tuition charges at the state university. They expressed the belief that the trend of education is in the direction of extension of the public school system beyond the high school level. Trustee Boyden said that labor groups throughout the state are strongly behind the idea of extension of free education. Mr. Crowley said that the teachers colleges undoubtedly will attempt to avoid any increase in tuition because of the acute need for preparation of teachers for the Massachusetts school system.

Mr. Brown pointed out that the direct cost to the student is going

up an additional $35 because of recent Trustee action and said that he personally doubts that the tuition charge should be based on the unit cost to the state. Why put the burden on the individual student when free education is gaining more and more recognition on the grounds that it benefits not the student alone but society as a whole?

President Mather said that a strong case can be made for the principle of increasing free education as the underpinning for a productive economy. Where education flourishes production and income increase. This has been so true in the United States that the Russians are taking over the idea and providing free education for young men and women who can profit by the experience. Russia is not doing this for the sake of the individual but for the greater benefit to the state. After further discussion, it was unanimously

VOTED: To recommend to the Trustees that there be no increase in tuition for in-state students at the University of Massachusetts.

The committee discussed tuition for out-of-state students and President Mather pointed out that only three out-of-state students have been accepted in the freshman and sophomore class. He said that there is some danger that if the University refuses to accept any out-of-state students, the other states may retaliate against students from Massachusetts. In fact such measures have begun. The University of New Hampshire has reduced the percentage of out-of-state students; the University of Michigan is cutting back, Indiana cut back last year and others may follow this pattern. On the other hand, there is no reason why the University

should give out-of-state students an education below cost. He suggested that if out-of-state undergraduate tuition were fixed at approximately $600 per year, the University might be justified in taking some out-of-state students and that it would be a good thing for our students to meet and work with students from other states.

As to graduate students, the President suggested a need for some subsidy. Graduate students can be an asset to a university and most universities make graduate study attractive by offering fellowships and scholarships. This procedure can be justified because of the pressing need for preparing more college teachers.

It was unanimously

VOTED: To recommend to the Trustees that the undergraduate tuition for non-residents of the Commonwealth be increased from $400 to $600 per year effective September 1, 1956.

It was unanimously

VOTED: To recommend to the Trustees that the graduate tuition for non-residents of the Commonwealth be increased from $10 per credit hour to $15 per credit hour;

that the Summer School tuition rate for non-residents of the Commonwealth be fixed at $15 per credit hour;

and that fees or tuition for non-residents of the Commonwealth for other courses than those mentioned above be in proportion to the length of the session or the number of credit hours obtained in the session.

The committee then reviewed other fee charges for students such as key deposits, Chemistry breakage fee, athletic losses and library fines. At the present time each of these fees or fines is assessed to each individual student as loss or

breakage occurs. Often the difficulty and cost of collection is out of proportion to the amount of the fee or fine collected. The President recommended establishment of a more uniform and business-like procedure for such fees. After discussion, it was unanimously

VOTED: To recommend that the Board of Trustees adopt the following policy for reimbursement for loss or damage of University property.

Students are expected to reimburse the Commonwealth for damage to or loss of University property in accordance with the following regulations:

1. Damage or loss to all University property to be billed at replacement cost. Minimum charge for such damage or loss to be $5.00. Items of less than $5.00 value not charged except as established below.

2. Key Deposit - effective June 4, 1956
   Discontinue present key deposit.
   Establish charge for key replacement of $2.00

3. Chemistry Breakage - effective immediately.
   Discontinue present charges for chemistry breakage except where loss or damage is $5.00 or more for each loss.

4. Athletic Losses - effective immediately.
   Discontinue present athletic loss charges except where loss or damage is $5.00 or more for each loss.

5. Library Fines - effective immediately.
   Minimum charge for lost book $5.00
   Replacement of lost library card .25

   Schedule of library fines -

Reserve Books - returned late on date due	.25 per hour
Reserve Books - after due date	1.00 per day
Reserve Books taken from library but not charged	1.00 per day
Regular circulation	.02 per day

   Librarian authorized to waive fines when in his judgment undue hardship is caused.

   Privilege of borrowing library books for use outside the library may be denied by the Librarian for unpaid fines or charges.

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The Trustees discussed at length the problem of encouraging young men and women with very low means but real inherent ability to obtain a college education. At the present time the state provides 100 scholarships each year - 25 for each class. These scholarships are in the amount of $250 and hence cover more than tuition. A number of bills are before the Legislature this year to increase scholarship aid at the University and at other state institutions. The Trustees favored the idea of allowing the President to grant tuition waivers for worthy and needy students rather than statutory regulation of additional scholarships and it was unanimously

VOTED: To recommend that the Trustees authorize the President to waive tuition for each worthy and needy student who can establish that the payment of tuition would be an undue hardship in obtaining an education.

The committee asked the Administration to develop a policy statement setting forth the principle on which a low tuition rate is based.

The meeting was adjourned at 4:15 p.m.

J. W. Buck Secretary

UNIVERSITY OF MASSACHUSETTS
BUDGET COMMITTEE

January 20, 1956

Total Student Enrollment and Average Net Cost of Instruction per Student

Date	Enrollment Men	Women	Total	Average Instruction Net Cost per Student
Sept. 1945*	--	--	1,002	$729.91
" 1946*	--	--	2,001	374.63
" 1947*	--	--	2,407	329.93
" 1948*	2,601	644	3,245	230.38
" 1949	3,231	689	3,920	347.63
" 1950	2,701	823	3,524	475.32
" 1951	2,536	1,080	3,616	552.52
" 1952	2,575	1,216	3,791	550.10
" 1953	2,306	1,285	4,091	553.33
" 1954	3,079	1,328	4,407	577.46 - 21.5% increase over 1950

*Fort Devens branch not included.

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COMMITTEE

UNIVERSITY OF MASSACHUSETTS

January 20, 1956

Analysis of Increased Cost to the Freshman Male Student from 1933 to 1956
Based on Tuition & Fees Paid to the University

	Tuition	Rent	Board	Activities Fee	Athletic Fee	Student Union Fee	Total	% Increase Over 1933-34	% Increase Over 1949-50
1933-34	$100	$108	$ 97.45	$10.75	$13.50		$329.70		
1949-50	100	150	277.00	16.05	20.00		563.05	71%	
1956-57	100	180	315.00	19.75	30.00	20.00	664.75	102%	18%

An increase of $25.00 in tuition would increase the cost to the student since 1950 - 22.5%

An increase of $50.00 in tuition would increase the cost to the student since 1950 - 27%

Note: In addition to these direct payments the student must buy books, clothing, recreation, and other miscellaneous items of personal expense.

UNIVERSITY OF MASSACHUSETTS

Amherst, Mass.

STUDENT GOVERNMENT ASSOCIATION

Senate

January 18, 1956

To: Board of Trustees
University of Massachusetts
Amherst, Massachusetts

From: Student Government Association
University of Massachusetts
Amherst, Massachusetts

The Student Government Association is the representative body of the students at the University of Massachusetts. The Student Senate is the legislative organ of this group. All members of the Senate are elected on a representative basis from the entire undergraduate body.

After careful consideration by both the executive committee and the entire Senate, the attached resolution was unanimously passed and is now being submitted for your consideration.

We earnestly believe in the principles of the resolution, and hope that they will receive adequate consideration during your discussion of the proposed increase in tuition fees.

/s/ George F. Cole, President
Student Government Association
University of Massachusetts

Resolution passed by the Student Senate at the meeting of
January 17, 1956

The Student Senate of the University of Massachusetts wishes to request a protest to any move to raise the tuition at the university, as a negation of the principle of public education and as an undue financial hardship on many students entailing no guarantee of increased educational benefit.

Education is recognized in the 20th century not as a privilege but as a right and a necessity of a free person vested with the responsibilities in democratic living. Started first as grammar school training, then extended to the secondary level, public education is now conceived as including four years of college as well.

The young people who receive college training today will be the leaders in technology, government, education, medicine, religion and business, upon whom the country will depend for future peace and progress.

In our own case, the state of Massachusetts especially needs a continuing stream of trained people to assume continuing leadership if she is to remain a prosperous community in the face of current industrial transition.

A raise in the tuition of the University of Massachusetts would be an act of blindness to the principle of public education and to the needs of the state of Massachusetts.

The current move to raise the tuition rate of the university is rationalized by its proponents as an expedient measure necessary in the light of university expansion. It is encouraged by other supporters who hope for better scholarship benefits. Both lines of reasoning are shown to be fallacious by the consideration of the financial set-up between the university and the state legislature. Unlike any other state university, tuition revenue from Massachusetts students goes to the state General Fund, and university expenditures as well, as all other state transactions, are appropriated from the Fund. There is no guarantee that increased tuition revenue would be voted back for university use.

Rather, as the tuition raise is proposed as part of a general state economy measure it is much more probable that the increase would be used to help defray the current deficit in the General Fund.

As even a $50 increase in tuition would garner for the state only $220,000 in the face of a deficit amounting to several million dollars, the increase could not appreciably aid either the state or even the university if the funds were guaranteed to be returned.

Therefore an increase in tuition, which would impose serious hardship on a large percentage of university students, would amount to little more then a gesture of good-will to the state fiscal authorities.

When measured by the principle of public education and the practice of General Fund financing the tuition raise is regarded by the Student Senate as uncalled for, and harmful to the well-being of the University of Massachusetts and its students.

/s/ George F. Cole
President of Student Senate

UNIVERSITY OF MASSACHUSETTS

MINUTES OF MEETING OF TRUSTEE COMMITTEE ON BUILDINGS AND GROUNDS

February 6, 1956, 1:00 p.m., Chairman Bartlett's Office, Boston

Chairman Whitmore presiding

PRESENT: Trustees Whitmore, Taber, Bartlett, President Mather, Treasurer Johnson, Secretary Burke

Master Plan

President Mather reminded the committee that the Trustees had authorized the preparation of a master plan of the campus so that public funds expended on expansion of the University over the next ten or twenty years would be spent wisely through proper planning of utilities, buildings, circulation, and other physical features. The firm selected for this landscape architectural study was Shurcliff and Shurcliff of Boston. Before undertaking the study, however, Mr. Sidney Shurcliff suggested that his firm should survey the problem and do some preliminary work in order to determine the proper approach and the size of the task involved. After negotiation the Division of Building Construction let a contract to Shurcliff and Shurcliff for preparation of a preliminary plan and report. This plan has been completed for some time and copies have been sent to all members of the Board of Trustees for study. Mr. Shurcliff has been paid for most of the work, but a small amount has been held back by the Division awaiting approval of the Board of Trustees of the preliminary work.

The President suggested that the Buildings and Grounds Committee should review the work done to date by Mr. Shurcliff and if they find the work satisfactory should recommend that the Trustees approve his final payment and also recommend that the

UNIVERSITY OF MASSACHUSETTS

COMMITTEE

Trustees authorize Shurcliff and Shurcliff to proceed with the second phase which will provide the complete master plan for the campus.

Treasurer Johnson pointed out that necessarily in this first phase Shurcliff and Shurcliff had to devote much of their time to preparing complete contour plans of the University grounds, placing bench marks on all existing buildings, locating utilities, assisting in the location of new buildings that were being constructed during the course of the planning; and for these reasons had little time to prepare a future plan. However, he feels that the background work they have now accomplished places them in a good position to proceed with a well-developed design of the campus.

The committee called Mr. Sidney Shurcliff into the meeting and reviewed with him his preliminary plans and discussed also several modifications suggested by the Landscape Architecture Department of the University. Mr. Shurcliff said that the department has made some good suggestions and that he will be glad to incorporate them in his future work.

Chairman Whitmore thanked Mr. Shurcliff for his excellent presentation and stated that the committee was glad to have such a complete survey toward the development of the master plan. He said that he would assume that the final plan will incorporate the best features of both Mr. Shurcliff's plan and of the suggestions offered by the Landscape Architecture Department.

Mr. Shurcliff emphasized thzt his preliminary sketches were not necessarily a fixed part of the final plan to be

developed; that because of the necessity of preparing ground surveys, utility studies, traffic studies and assisting in locating current buildings little time was left for preparing a future plan. However, he now has the complete information needed to proceed with the development of the plan. He emphasized also that even a complete master plan needs modification from time to time. A master plan is only a print of current thinking. It is a guide to the future and should not be looked at as forever rigid.

In answer to question from the committee he said that about one year is needed for completion of the master plan -- 10 months for planning, 6 weeks for printing of an accompanying pamphlet, and 6 weeks for preparation of a scale model. He suggested the desirability of having a model to help people visualize the proposed plan better; also a printed pamphlet which will place the plan on record with many people and keep it from being just a vague plan tucked away in a file. He estimated the cost of the master plan at about $21,000 including the model. Cost of the preliminary plan was approximately $23,300 of which $12,000 went to the survey service.

Mr. Shurcliff suggested that the Trustees might wish to consider the employment of a landscape architectural consultant who would perform a similar service for the Trustees to that performed by the architectural consultant. He could be called in from time to time as the Trustees felt the need for advice before proceeding with detailed plans.

President Mather emphasized that about $40,000,000 will be spent for new buildings in the next 10 years. The cost of sound planning is but a small portion of the cost of building and

should be looked at as an investment that will pay off time and again.

COMMITTEE

The committee discussed with Mr. Shurcliff the layout of campus roads and asked whether it would be safe to proceed with recommendations to the Department of Public Works for the improvement and repaving of certain campus roads. After discussion, it was

Roads

VOTED: To recommend that the Trustees approve the following road construction priorities.

1. Approach to campus from new Rt. 116 by-pass to be built by Department of Public Works as part of Rt. 116 project connecting to old route 116 - North Pleasant Street and other campus roads as shown on plan in yellow.

2. 1956 project with present $22,500 available - rebuild road from foot of Clark Hill Road at intersection with Butterfield Terrace running northerly in front of Mills and Brooks Dormitories past Durfee Conservatory to intersection with Stockbridge Road with connections to other roads as shown on plan in red.

3. Rebuild Stockbridge Road full length as shown on plan in blue.

4. Construct new road from north edge of ravine near Power Plant to Engineering Buildings as shown on plan in green.

5. Rebuild road on north side of ravine from Ellis Drive to proposed outer-circulatory road as shown on plan in orange.

6. Build road connecting Chemistry Addition to North Pleasant Street with connections to Engineering Buildings as shown on the plan in purple.

7. Construct outer-circulatory road as shown from North Pleasant Street to new approach road as shown on the plan in brown.

8. Construct connecting links from Classroom Building (Machmer Hall) to Library Addition as shown on the plan in black.

9. Construct new road from Lincoln Avenue to North Pleasant Street and rebuilt section of Lincoln Avenue as shown on the plan in pink.

MMITTEE

10. Construct connecting roads in men's dormitory area as shown on the plan in light green.

11. Rebuild and surface Eastman Lane (if title has been acquired) as shown on the plan in light blue.

It is expected that these roads will be constructed by the Department of Public Works and that the approved list may be changed from time to time if the necessity for change arises. Only the first one or two projects will be constructed in the immediate future.

The committee discussed the need for further development of parking lots, of possible locations for faculty housing, of locations for fraternities and sororities.

After further discussion, it was

VOTED: To recommend that the Trustees accept Mr. Shurcliff's preliminary plans as having been completed satisfactorily and authorize the final payment for these plans.

It was also

VOTED: To recommend that the Trustees employ Shurcliff and Shurcliff for preparation of a complete master plan of the campus it being understood that payment for this work will be provided from funds of the Division of Building Construction.

The meeting was adjourned at 3:15 p.m.

J W Burke Secretary

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UNIVERSITY OF MASSACHUSETTS

MINUTES OF MEETING OF TRUSTEE COMMITTEE ON
FACULTY AND PROGRAM OF STUDY

February 14, 1956, 12:15 p.m., Hotel Statler, Boston, Mass.

COMMITTEE

Chairman Boyden presiding

PRESENT: Trustees Boyden, Miss Buxton, Crowley, Desmond, Mrs. McNamara, President Mather, Secretary Burke

It was

VOTED: To dispense with reading of the call and reading of the minutes of the last meeting.

Upon the recommendation of the faculty of the University and of the President, it was unanimously

Degrees

VOTED: To recommend that the Trustees award the degrees to the candidates as set forth on the attached list with the understanding that the degrees will be awarded as of February 14, 1956 to those students desiring their diplomas as this time or as of commencement in June of 1956 to those students who may prefer to receive their diplomas at that time.

Upon the recommendation of the faculty of the Graduate School of the University and of the President, it was unanimously

VOTED: To recommend that the Trustees award degrees to the candidates as set forth on the attached list with the understanding that the degrees will be awarded as of February 14, 1956.

School of Education

Chairman Boyden said that members of the Board recently received a recommendation from the President and from the Educational Policies Council of the University that the present Department of Education be designated as a School of Education effective September 1, 1956.

President Mather described present offerings of the Department of Education which prepares both elementary and high

school teachers. He said that the philosophy of the department is that most of the work (at least 75%) be taken outside the Department of Education and that a maximum of 25% of the credits for the degree are taken in courses in Education itself. The President is convinced that the present balance in the instructional program for those preparing for teacher training is sound and has the backing of the whole University. He feels that the time has come to establish the department as a school so that teacher training may be given due emphasis in the years ahead when many more teachers will be needed. After discussion, the committee unanimously

MMITTEE

VOTED: To recommend that the Trustees authorize the establishment of a School of Education in the University effective September 1, 1956.

President Mather said that one of the problems of the University at the present time is to obtain good teaching fellows. Teaching fellows are graduate students who devote half time to assisting with instruction in the University. The national average for this half-time service is about $1800 per year. For some years the University has been paying but $1000 and as a result has not been able to attract outstanding candidates. After discussion, it was

Teaching Fellows

Stipends

VOTED: To recommend that the Trustees authorize payment of $1200 per year for half-time teaching fellows in their first year of service and $1400 per year for half-time teaching fellows in their second or succeeding years of service, the new stipends to be effective February 1, 1956.

UNIVERSITY OF MASSACHUSETTS

On the recommendation of the President, it was

COMMITTEE
Richard M. Colwell promotion

VOTED: To recommend that the Trustees promote Richard M. Colwell from Associate Professor to Professor in the School of Business Administration effective February 1, 1956 at annual salary of $6780.

Upon the recommendation of the President, it was

Fayette H. Branch Emeritus

VOTED: To recommend that the Trustees name Fayette H. Branch, Professor of Agricultural Economics and Farm Management, Emeritus, effective on his retirement January 3, 1956.

Upon the recommendation of the President, it was

Wellesley C. Harrington Emeritus

VOTED: To recommend that the Trustees name Wellesley C. Harrington, Professor of Agricultural Engineering, Emeritus, effective on his retirement January 6, 1956.

The meeting was adjourned at 1 o'clock.

J. V. Buck, Secretary

I hereby agree to waive 7 days' notice for meeting of the Committee on Faculty and Program of Study of the Board of Trustees of the University of Massachusetts called for Tuesday, February 14, 1956, at 12 noon at the Hotel Statler in Boston.

Signature

Feb 14, 1956

Date

I hereby agree to waive 7 days' notice for meeting of the Committee on Faculty and Program of Study of the Board of Trustees of the University of Massachusetts called for Tuesday, February 14, 1956, at 12 noon at the Hotel Statler in Boston.

Dennis M. Crowley
Signature

Feb. 13, 1956
Date

I hereby agree to waive 7 days' notice for meeting of the Committee on Faculty and Program of Study of the Board of Trustees of the University of Massachusetts called for Tuesday, February 14, 1956, at 12 noon at the Hotel Statler in Boston.

Elizabeth L. McNamara
Signature

February 14, 1956
Date

I hereby agree to waive 7 days' notice for meeting of the Committee on Faculty and Program of Study of the Board of Trustees of the University of Massachusetts called for Tuesday, February 14, 1956, at 12 noon at the Hotel Statler in Boston.

Frank L. Boyden
Signature

Feb 14, 1956
Date

I hereby agree to waive 7 days' notice for meeting of the Committee on Faculty and Program of Study of the Board of Trustees of the University of Massachusetts called for Tuesday, February 14, 1956, at 12 noon at the Hotel Statler in Boston.

John J. Desmond, Jr.
Signature

February 24, 1956
Date

FEB 2 - 1956

I hereby agree to waive 7 days' notice for meeting of the Committee on Faculty and Program of Study of the Board of Trustees of the University of Massachusetts called for Tuesday, February 14, 1856, at 12 noon at the Hotel Statler in Boston.

Signature

Date

UNIVERSITY OF MASSACHUSETTS

MINUTES OF MEETING OF TRUSTEE COMMITTEE ON BUILDINGS AND GROUNDS

MMITTEE

May 8, 1956, 10:00 a.m., Chairman Bartlett's Office, Boston

Chairman Whitmore presiding

PRESENT: Trustees Bartlett, Brett, Cashin, McDermott, Taber, Whitmore, President Mather, Treasurer Johnson, Secretary Burke

The committee inspected plans for the Animal Building to be constructed with gift of $50,000 from Mrs. Harriet G. Bird. The plans were prepared by Louis W. Ross, architect of Boston. After discussion it was

Animal Health Building

VOTED: To recommend that the Trustees approve plans for the building for the investigation of health problems of large animals as prepared by Louis W. Ross, architect.

It was also

VOTED: To recommend that the Trustees authorize the construction of this building on a site adjoining the present poultry isolation building behind Paige Laboratory.

Housing for Faculty and Married Students

The committee discussed the shortage of housing for faculty and married students in and about the University. Treasurer Johnson said that the faculty apartment building constructed by the University of Massachusetts Building Association houses 50 faculty families. All units have remained filled and there is excess demand. The University also has 60 units for married students and a long waiting list. The Treasurer said that there is no doubt that the University could fill another 100 apartments if these could be constructed to rent for $60 for a two-bedroom apartment and $50 for a one-bedroom apartment. He suggested that the unit might be constructed primarily for students but the

University might allow some members of the faculty to live there on a temporary basis. President Mather pointed out that 100 units would take care of only present demand -- that in the long range many more units will be needed. In so far as faculty housing is concerned, he would prefer to see private capital construct such units on a tax-paying basis. However, he sees little hope that this will be done. The only new construction in Amherst at the present time is of single unit houses selling at a price far beyond the amount which could be paid by an instructor or assistant professor. The President said that if the University is to expand, it is essential that housing be provided.

He suggested that if the units constructed primarily for married students are made available also to faculty members, only instructors and assistant professors should be allowed to live in these units and then only for a period of three years. After this time, unless they move on to another college, they would be expected to go out into the community and find housing of their own. After discussion, it was

> VOTED: To recommend that the Trustees request the University of Massachusetts Building Association to study the possibility of constructing 100 low cost apartment units for the University on a self-liquidating basis.

It was agreed that before the Board meeting on May 15, Trustee Brett would talk with some insurance companies to see whether private capital might be interested in constructing low cost apartments at the University.

UNIVERSITY OF MASSACHUSETTS

Fraternities and Sororities

President Mather described the physical condition of the fifteen fraternity and sorority houses associated with the University. Only three of these houses are adequate for their purpose. Most of the societies are housed in frame buildings located near private residences of Amherst under overcrowded and very unsatisfactory conditions. They have attempted to operate on the philosophy of competing in price with dormitory and boarding hall facilities of the University.

The town feels that the fraternities and sororities are a nuisance and have zoned the town so that no additional fraternities or sororities may rent houses or build houses in the town. The only way in which the condition of the houses can be improved is to encourage them to move on to a portion of the campus in suitably constructed chapter houses. At the time that his move is made the University should also try to cooperate with the houses in improving their financial and social conditions. The President feels, however, that it would be a mistake to allow them to build on state-owned land and hence be under the direct control of the University. This problem could be solved by taking advantage of the provisions of section 25 of chapter 75 of the General Laws which permits the Trustees to sell land to fraternities.

Treasurer Johnson said that four of the organizations have made written request to purchase University land and two of the four appear ready to proceed with construction this summer if they can acquire University land. The main drawback in the past has been that the Trustees have required the insertion of a "recapture" clause in the deed and this clause has prevented banks

COMMITTEE

and insurance companies from loaning funds for the construction of houses. President Mather suggested that the Trustees might be willing to drop the "recapture" clause if their interest can be protected in some other manner. For example, the town might agree to zone land sold by the University to fraternities and sororities to restrict such land to fraternity or sorority use in the future. Trustee Brett suggested that the University might also set certain restrictions and conditions on the sale of land so as to provide for maintenance of better standards by the fraternities and sororities. He also raised question as to whether the University of Massachusetts Building Association might construct the fraternities as part of the housing program for students. After discussion, it was

VOTED: To recommend that the Trustees set aside a portion or portions of the campus for sale to fraternities and sororities for the construction of chapter houses with appropriate restrictions as to the type of construction and as to suitable control by the University of the maintenance and activities of the fraternities and sororities.

The committee also

VOTED: That the Board of Trustees consider a "recapture" clause no longer necessary in deeding land to fraternities and sororities.

Poultry Houses

The committee considered the location of two wooden poultry houses to be used by the Veterinary Department of the University and it was

VOTED: To recommend that the Board of Trustees authorize these buildings to be located temporarily on land to the south of the Brooks Farm barn - it being understood that the buildings must be removed later in favor of other University construction scheduled for this area.

May 3, 1956

UNIVERSITY OF MASSACHUSETTS

PROPOSED CAPITAL OUTLAY PROGRAM

1958

1.	Science Center (third section - Botany) including furnishings & equipment (Completion: September 1959)	$1,500,000
2.	School of Education and Laboratory Practice School including furnishings & equipment (Completion: September 1959)	1,300,000
3.	Infirmary including furnishings & equipment (Completion: September 1959)	1,100,000
4.	Engineering Shops and Drafting Rooms including furnishings & equipment	500,000
5.	General Maintenance Building including furnishings & equipment (Completion: January 1959)	350,000
6.	Cold Storage Laboratory and Addition to Food Technology Building (to replace Fisher Lab.) including equipment (Completion: January 1959)	1,000,000
7.	Purchase of Certain Land (to replace farm land used for buildings, etc.)	150,000
8.	Laboratory Equipment, to be in addition to 1955 and 1956 appropriations	100,000
9.	Addition to Utilities, including steam, electric, water and sewer distribution systems in addition to prior appropriations	310,000
	TOTAL	$6,310,000

1959

1.	Dining Commons - Men's Area including furnishings & equipment	$1,500,000
2.	Physical Education Building for Men including furnishings, equipment, and site improvements	2,000,000
3.	Natural Resources Building including furnishings & equipment	600,000
4.	Science Center (fourth section) including furnishings & equipment	1,500,000
5.	Laboratory Equipment, to be in addition to prior appropriations	100,000
6.	Addition to Experiment Station Building at East Wareham including furnishings & equipment	200,000
7.	Poultry Plant Laboratories & Buildings	100,000
	TOTAL	$6,000,000

1960

1.	Animal Industries Building including furnishings & equipment	$ 800,000
2.	Additions to the Power Plant Facilities and utility distribution systems	600,000
3.	Additions to Physics Building including furnishings & equipment	2,000,000
4.	Classrooms and Offices, School of Business Administration including furnishings & equipment	1,000,000
5.	Plant Science Building and Greenhouses including furnishings & equipment	1,500,000
6.	Laboratory Equipment, to be in addition to prior appropriations	100,000
	TOTAL	$6,000,000

1961

1.	Assembly Hall & Field House including furnishings & equipment	$3,000,000
2.	Engineering Building including furnishings & equipment	1,500,000
3.	Administration Building including furnishings & equipment	1,000,000
4.	Warehouse and Garage for Plant	200,000
5.	Physical Education Fields including drainage, grading & seeding	200,000
6.	Service Building for Experiment Station	100,000
	TOTAL	$6,000,000

1962

1.	Farm Buildings Replacements	$3,000,000
2.	Classroom Building including furnishings & equipment	1,000,000
3.	Auditorium - Music, TV and Drama and Art Center	3,000,000
	TOTAL	$7,000,000

TOTAL -- FIVE-YEAR PROGRAM $31,310,000

COMMITTEE

UNIVERSITY OF MASSACHUSETTS

French Hall Renovation

Treasurer Johnson reported that Mr. Brehm, Superintendent of Buildings and Grounds, has inspected and approved the $22,000 renovation of French Hall. After discussion of the project, it was

VOTED: To recommend that the Trustees accept as completed April 11, 1956 the French Hall renovation U-402 contract #2 by the Fontaine Brothers of Chicopee.

Five-Year Capital Outla Budget

The committee then considered the revised five-year capital outlay budget of the University and

VOTED: To recommend that the Trustees authorize the administration to submit the attached five-year capital outlay program.

Power Plant Engineers

Treasurer Johnson said that the University has been having trouble for some years in recruiting power plant engineers, especially second class power plant engineers. Even though the Governor and Council have permitted recruitment at the maximum rate for this grade, the rate is below the going rate in the area. Because of the high cost of housing in Amherst, it has been impossible to hold an engineering staff. There has been one death and one resignation recently. He proposed that the University be allowed to rent apartments in the faculty apartment building at half price to power plant engineers. During discussion it was pointed out that the remaining engineers are operating two shifts a day and that unless this continues or new engineers employed the plant will be illegally staffed. After further discussion, it was

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COMMITTEE

VOTED: To recommend that the Trustees authorize the administration to cut the rents to half price on two apartments to be used for power plant engineers in the University faculty apartment building.

The meeting was adjourned at 1:40 p.m.

Secretary

COMMITTEE

UNIVERSITY OF MASSACHUSETTS

MINUTES OF MEETING OF TRUSTEE COMMITTEE ON FINANCE

May 8, 1956, 1:50 p.m., Chairman Bartlett's Office, Boston

In the absence of Trustee Haigis,
Chairman Bartlett presided

PRESENT: Trustees Bartlett, Brett, Cashin, McDermott, Taber, Whitmore, President Mather, Treasurer Johnson, Secretary Burke

Because of the lateness of the hour, it was

VOTED: To adjourn this meeting to Tuesday, May 15, at 10:30 a.m., Butterfield House, University of Massachusetts, Amherst, Massachusetts.

Secretary

UNIVERSITY OF MASSACHUSETTS

MINUTES OF MEETING OF TRUSTEE COMMITTEE ON FACULTY AND PROGRAM OF STUDY

COMMITTEE

May 15, 1956, 10:30 a.m., Butterfield House, U of M, Amherst

Chairman Boyden presiding

PRESENT: Trustees Boyden, Miss Buxton, Crowley, Desmond, President Mather, Secretary Burke

New Courses

The committee reviewed proposed new courses of study. President Mather said that these courses originated in the departments concerned, were approved by the Course of Study Committee in the School or College affected and then passed upon by the University Course of Study Committee. After discussion, it was

VOTED: To recommend that the Trustees approve the attached new undergraduate courses of study.

The committee next considered graduate courses recommended by the Graduate School Council of the University, and it was

VOTED: To recommend that the Trustees approve the attached new graduate courses.

Robert P. Holdsworth

President Mather said that Professor Robert P. Holdsworth, Head of the Department of Forestry, has requested that he be relieved of the headship of the department and be allowed to remain as Professor of Forestry. Professor Holdsworth is nearing the retirement age and this request is similar to one approved by the Trustees for another head of department last year. After consideration, it was

VOTED: To recommend that the Trustees approve Professor Robert P. Holdsworth's request to be relieved of his duties as Head of the Department of Forestry and to affirm his status as full Professor of Forestry effective September 1, 1956.

UNIVERSITY OF MASSACHUSETTS

COMMITTEE

On the recommendation of the President, it was

VOTED: To recommend that the Trustees promote Professor Arnold D. Rhodes from Professor of Forestry to Head of Department of Forestry effective September 1, 1956.

Arnold D. Rhodes

President Mather reported that Dr. Leonard R. Wilson, Head of the Department of Geology, has resigned to accept a position with New York University. The administration has spent considerable time attempting to find a suitable successor and fortunately has located an outstanding candidate, Dr. H. T. U. Smith, who is now Associate Professor of Geology at the University of Kansas. Dr. Smith received his Bachelor of Science degree from the College of Wooster in 1930, the Master of Science degree from Harvard in 1933 and the Doctor of Philosophy degree from Harvard in 1936. His text on "Aerial Photographs and their Application" is widely used. On the recommendation of the President, it was

VOTED: To recommend that the Trustees appoint Dr. H. T. U. Smith as Head of the Department of Geology effective September 1, 1956.

President Mather submitted report on appointments, promotions, resignations and other faculty changes during the period January 1, 1955 through April 30, 1956 and it was

Personnel Changes

VOTED: To recommend that the Trustees accept the report as presented.

On the recommendation of President Mather, it was

VOTED: To recommend that the Trustees approve the attached sabbatical leaves subject to appropriation of funds and to the usual conditions governing sabbatical leaves. Those individuals going for one-half year or for one semester are to be granted leave with full pay and those going for one year are to be granted leave at half pay.

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The meeting was adjourned at 11:45 a.m.

COMMITTEE

Secretary

NEW COURSES

The following new courses have been approved by the University Course of Study Committee and are recommended for approval of the Board of Trustees.

AGRONOMY 52 (II) FORAGE CROPS.
An analysis of the basic principles involved in the establishment, fertilization and management of forage grasses and legumes.
3 Class hours. Credit 3

BACTERIOLOGY 98 (II) BACTERIAL PHYSIOLOGY.
Lectures and laboratory exercises demonstrating the growth and activities of microorganisms as influenced by the environment and genotype and the effect of the microorganisms on the environment. Topics considered include the kinetics of population growth, enzymatic constitution, growth requirements, metabollic pathways and effects of radiation.
Prerequisites: Bacteriology 31, Chemistry 79, or equivalent, and permission of the instructor.
1 4-hour laboratory period, 2 lecture hours Credit 3

CHEMICAL ENGINEERING 25 (I) CHEMICAL TECHNOLOGY.
An introduction to the nature and scope of the chemical industry through the study of selected chemical processes such as common salt, sodium carbonate, sodium hydroxide, sulphuric acid, ammonia, nitric acid, methanol. The importance of economic factors and of technical factors like equilibria and reaction rates is shown.
2 Class hours Credit 2
Prerequisites: Chemistry 2 or 4

CIVIL ENGINEERING 82 (II) SOIL TESTING.
Sampling, testing and presentation of reports on the engineering properties of soils. Permeability, consolidation, and shear are the tests covered. Triaxial compression is the principal technique used.
1 Class hour; 2-3 hour lab. periods. Credit 3

MECHANICAL ENGINEERING 37 BASIC ENGINEERING MATERIALS.
Properties of engineering materials; failure by inelastic action, creep, fatigue, and corrosion. The crystalline nature of metals, properties and uses of structural metals, wood, stone, clay products, cementing materials, plastics and rubber. Laboratory work includes tensile, hardness, impact and fatigue testing, metallagraphic preparation.
2 Class hours; 1 3-hour laboratory period Credit 3
Prerequisites: Chemistry 2 or 4; Physics 27 taken previously or concurrently.

MECHANICAL ENGINEERING 74 (I) (II) BASIC AERODYNAMICS.
A course designed to introduce the student with no previous background in the subject, to the basic concepts of applied aerodynamics. Topics include properties of air, ideal fluid flow, lift and movement of a two-dimensional airfoil, three dimensional flow around an airfoil, induced and viscous effects, airfoils and their properties, propellers, aircraft performance and stability.
3 Class hours Credit 3

MECHANICAL ENGINEERING 85 (I) DYNAMICS OF MACHINERY.
Elements of vibration theory, vibration isolation, vibration analysis of equivalent masses and shaft systems. Vibration absorbent, many-degree-of-freedom systems using iteration. Dynamic balancing. Vibration instrumentation.
3 Class hours — Credit 4
1 3-hour laboratory
Prerequisites: Civil Engineering 52; Mechanical Engineering 68.

MECHANICAL ENGINEERING 87 (I) ENGINEERING THERMODYNAMICS III.
An advanced course where such topics as steam turbines, steam power plants, refrigeration, high velocity flow, and shock phenomena are investigated.
3 Class hours — Credit 3
Prerequisites: Mechanical Engineering 64.

GREEK 1, 2, ELEMENTARY GREEK.
Intensive study of the essentials of the language. Reading of simple selections from classical Greek prose and poetry. The course is designed to build a foundation in Greek grammar and vocabulary and develop facility for subsequent reading of masterworks of classical literature.
3 Class hours. — Credit 3

GREEK 5, 6, INTERMEDIATE GREEK.
Review of elements of language. Selected readings in the Homeric epics and the dialogues of Plato. Study of the Iliad will be the focal point of the course.
3 Class hours. — Credit 3
Prerequisite: Greek 1 and 2, or two years of High School Greek.

GOVERNMENT 52 AMERICAN FOREIGN POLICY.
An analysis of the principles of American foreign policy. Constitutional, political and administrative considerations which influence the formulation and execution of American foreign policy will be discussed. Special emphasis will be placed on current issues.
3 Class hours. — Credit 3

GOVERNMENT 56 THE LEGISLATIVE PROCESS.
A study of the role of the legislature in national and state government. Among other topics, the functions of legislatures, legislative procedures and the role played by political parties and pressure groups in the legislative process will be surveyed. Emphasis will be placed on research.
3 Class hours. — Credit 3

HISTORY 63 (I) 64 (II) HISTORY OF AMERICAN THOUGHT AND CULTURE.
A study of the basic strands of American thought and their reflection in the development of social life and institutions, literature, and the arts. The first course covers the period to 1865. Either semester may be elected independently.
3 Class hours. — Credit 3

HISTORY 66 (II) THE HISTORY OF MODERN GERMANY.
The evolution of Germany since 1750 in relationship to Western Europe. An analysis of those economic, social, and political, and intellectual influences which determined the unique direction of German cultural development. Culminates in a study of the Nazi revolution and contemporary Germany.
3 Class hours. Credit 3

HISTORY 79, NEW ENGLAND TO 1860.
A study of the colonial and early national periods, with emphasis upon the political, social and economic aspects of life in this region.
3 Class hours. Credit 3

HOME ECONOMICS 3 NUTRITION.
The fundamental principles of nutrition and their application to individual and family food habits. International problems in foods and nutrition will also be considered.
3 Class hours. Credit 3

RUSSIAN 5 (I) 6 (II)
A review of the fundamentals of grammar followed by more advanced study of grammatical structure and idiom. Continued composition and conversation, and readings in Russian fiction.
3 Class hours; 1 laboratory hour Credit 3
Prerequisites: Russian 1 and 2.

SOCIOLOGY 54 ADVANCED ANTHROPOLOGY.
An examination of the development of anthropological theory of social organization as presented in the works of European and American anthropologists. A part of the semester is devoted to an intensive analysis of a specific culture area.
Credit 3
Prerequisite: Sociology 53 (Introductory Anthropology)

SOCIOLOGY 72 SOCIAL CHANGE.
A study of social changes arising through invention and culture contacts and of the factors which influence acceptance or rejection of these changes. Students will pursue individual projects on social movements and other agencies of change.
3 Class hours. Credit 3
Prerequisites: Sociology 25 and 26 and permission of instructor.

SPANISH 7 (I) 8 (II) INTERMEDIATE SPANISH: HISPANIC CULTURE.
The methods and materials of this course aim to provide the student with insights into some of the most significant aspects of Spanish and Spanish-American civilization. Intensive grammar review, readings, reports, compositions, and oral practice.
3 Class hours; 1 laboratory hour. Credit 3
Prerequisites: 2 or 3 years of high school Spanish and satisfactory score on placement examination. Students who have passed Spanish 1 - 2 with grade of B or better are eligible for this course.

WILDLIFE MANAGEMENT 52 and 152. CONSERVATION OF NATURAL RESOURCES.
For the summer session only. A description of and conservation of basic natural resources including soil, water, forests, wildlife, metallic and non-metallic minerals and the sources of energy including atomic energy. Course includes lectures, demonstrations and field exercises.
3 2-hour laboratories
2 4-hour laboratories Credit 4

Mathematics

It is recommended that the Mathematics Department be authorized to continue for one more year (1956-57) to experiment with sections in freshman Mathematics for Liberal Arts majors with course descriptions as follows:

Mathematics 1. Introductory Mathematics I. Basic set-theoretic and axiomatic concepts, number systems and equations. A study of elementary functions, algebraically and by the methods of analytic geometry.

Mathematics 2. Introductory Mathematics II. A terminal course intended for students whose curriculum calls for just one year of Mathematics. A continuation of Mathematics 1, including topics from the calculus, statistics and mathematics of finance.

Mathematics 4. Introductory Mathematics IV. A continuation of Mathematics 1 for those students intending to take further courses in Mathematics. Analytic geometry and trigonometry.

GRADUATE COURSES

The Graduate School Council requests approval to offer the following courses in the Graduate School:

250. FOOD COLORIMETRY.

Composition and properties of food colorants. Methods of measurement and specification of color in raw and processed foods. The nature, cause and control of color changes in the handling, processing and storage of food products. The application of the Munsell, I.C.I. and other color systems to commercial quality control and laboratory inspection under governmental grading standards.
One lecture; one 2-hour laboratory; second semester.
Prerequisites: Food Technology 191 and 192; Chemistry 165 and 166. Credit 3

255. PSYCHOTHERAPY I

Analyses of techniques of individual psychotherapy. The student may elect concurrently a practicum in psychotherapy in which a therapy case, under supervision, will be carried in one of the following facilities: child guidance clinic, student counseling center, state mental hospital.
Prerequisites: Psychology 226, 235, 253, and 254. Credit 3

256. PSYCHOTHERAPY II

Analyses of group and specialized techniques of psychotherapy. The student will elect concurrently a practicum in which supervised practice in one or more group psychotherapeutic methods will be given.
Prerequisites: Psychology 226, 235, 252, 253, 254, and 255. Credit 3

200. SPECIAL PROBLEMS IN MECHANICAL ENGINEERING

Special investigational or research problems in Mechanical Engineering for advanced students. The scope of this work to be varied to meet specific conditions.
Prerequisite as required by the problem. Credit 1-6

211. THEORY OF POWER MACHINES

The thermodynamic and design aspects underlying power machinery such as gas and steam turbines, internal combustion engines, rotary and reciprocating compressors, jet propulsion and rockets.
Prerequisite: Mechanical Engineering 201. Credit 3

200. SPECIAL PROBLEMS IN INDUSTRIAL ENGINEERING

Special investigational or research problems in industrial engineering for graduate students. The scope of this work to be varied to meet specific conditions.
Prerequisite as required by the problem. Credit 1-6

215. SEMINAR IN FRENCH

A concentrated study of the many highly specialized techniques essential for language proficiency and teaching skill. The seminar offers a comprehensive training leading to the now requisite oral mastery of French, to correct grammatical techniques and analyses, to accurate explication de texte, to linguistics and to present-day pedagogical procedures. Conducted by specialists in the fields of phonetics, linguistics and literature. Procedures will depend upon the most recent funds of information and will be directed toward the most apparent needs of the group. Credit 2-3

216. SEMINAR IN SPANISH

Comparable to 215 but in the field of Spanish. Credit 2-3

UNIVERSITY OF MASSACHUSETTS
Amherst, Massachusetts

List of Professional Appointments, Promotions, Retirements, Resignations

January 1, 1955 - April 30, 1956

NEW APPOINTMENTS

INSTRUCTION

Donald A. Adams, Instructor in Education, February 1, 1956
Verne A. Adams, Instructor in Dairy and Animal Science, September 1, 1955
Robeson Bailey, Visiting Lecturer in English, September 1, 1955
David C. Bartlett, Instructor in Civil Engineering, September 1, 1955
Robert P. Polen, Assistant Director, Bureau of Government Research, Feb. 13, 1956
Richard H. Brown, Instructor in History, September 1, 1955
Donald Curtis, Instructor in Visual Aids, February 1, 1956
Mrs. Vera M. H. Day, Instructor in Home Economics, September 1, 1955
Catherine A. Dower, Instructor in Education, September 1, 1955
Frederick H. Edwards, Assistant Professor of Electrical Engineering, Sept.1,1955
David A. Evans, Assistant Professor of Dairy and Animal Science, January 12, 1956
Edward G. Fennell, Assistant Professor of Education, February 1, 1955
Harvey F. Fisher, Instructor in Chemistry, February 1, 1956
John Gillespie, Director, Bureau of Government Research, January 15, 1956
George B. Goddard, Instructor in Floriculture, September 1, 1955
Richards H. Harrington, Assistant Professor of Mechanical Engineering, Sept. 1, 1955
John L. Hobart, Instructor in Dairy and Animal Science, September 1, 1955
Walter Hopkins, Instructor in Mechanical Engineering, September 1, 1955
Solis L. Kates, Professor of Clinical Psychology, September 4, 1955
John E. Keegan, Instructor in Landscape Architecture, September 1, 1955
John E. Laestadius, Assistant Professor of Electrical Engineering, Sept. 1, 1955
John A. MacCombie, Instructor in French, September 1, 1955
James E. Maclonegle, Instructor in Physics, September 1, 1955
Shannon McCune, Provost, September 1, 1955
Harvey A. Miller, Instructor in Botany, September 1, 1955
John G. Moser, Instructor in Zoology, February 1, 1955
Frank E. Potter, Assistant Professor of Dairy and Animal Science, September 1, 1955
Ramon J. Rhine, Instructor in Psychology, September 1, 1955
Eva Schiffer, Instructor in German, September 1, 1955
Alvin J. Simmons, Instructor in Psychology, February 1, 1955
Elaine T. Smith, Instructor in English, February 1, 1956
Dana P. Snyder, Instructor in Zoology, September 1, 1955
Arthur A. Socolow, Assistant Professor of Geology, September 1, 1955
Robert J. Steamer, Instructor in Government, September 1, 1955
Donald J. Sutherland, Instructor in Entomology, February 1, 1956
Victor E. Thomas, Instructor in Mathematics, February 16, 1956
Robert F. Trocchi, Instructor in Electrical Engineering, September 1, 1955
Cecilia Wolna, Instructor in Mathematics, September 1, 1955
James N. Ypsilantis, Instructor in Sociology, February 1, 1956

PART TIME

Cesar L. Barber, Instructor in English, February 1, 1956
Arnold Collery, Instructor in Economics, February 1, 1956

Rufus T. Bellamy, Instructor in English, September 1, 1955
Robert M. Boland, Assistant Professor of Music, February 1, 1956
Edward P. Clancy, Visiting Lecturer in Physics, September 1, 1955
Norman L. Cloutier, Visiting Lecturer in Speech, September 1, 1955
Alice T. Day, Instructor in Sociology, February 1, 1956
Albert L. Delisle, Associate Professor of Botany, February 1, 1956
George B. Dyer, Instructor in Physical education, September 1, 1955
Norman N. Erickson, Instructor in Geology, September 1, 1955
Valentino Giamatti, Instructor in Romance Languages, February 1, 1956
Ralph W. Goodrich, Visiting Lecturer in Education, September 1, 1955
Mrs. Mary E. W. Goss, Instructor in Sociology, September 1, 1955
Louis S. Greenbaum, Instructor in History, September 1, 1955
Norman Greenfeld, Instructor in Psychology, September 1, 1955
Lloyd F. Hayn, Professor of Economics, September 1, 1955
Donald T. Jackson, Assistant Professor of Physical Education, February 1, 1956
Richard P. Jackson, Instructor in Food Technology, September 1, 1955
Reuben Khatchikian, Instructor in Food Technology, September 1, 1955
David P. Leonard, Visiting Lecturer in History, September 1, 1955
Karl Lowenstein, Visiting Professor of Government, February 1, 1956
Donald F. McCaffrey, Instructor in Education, February 1, 1956
Ira Minta, Instructor in Psychology, September 1, 1955
Clifford N. Olivor, Instructor in Mathematics, September 1, 1955
Murray E. Peppard, Visiting Lecturer in German, September 1, 1955
Severt J. Severoid, Instructor in Speech, February 1, 1956
Edward J. Shea, Instructor in Business Administration, February 1, 1956
Mrs. Mary L. Tapp, Instructor in German, September 1, 1955
Everett E. Turner, Jr., Instructor in Chemistry, February 1, 1956
Eugene J. Tynan, Instructor in Geology, September 1, 1955
Anthony J. Varjabedian, Visiting Professor of Neuropsychiatry, February 1, 1956
Margaret S. Wilson, Visiting Lecturer in Sociology, September 1, 1955

EXPERIMENT STATION

Donald L. Anderson, Assistant Research Professor of Poultry Husbandry, Sept.15,1955
Harold L. Basch, Research Instructor in Veterinary Science, June 1, 1955
Jeannette G. Davis, Research Instructor, Feeds and Fertilizers, October 3, 1955
Marilyn B. Derby, Research Instructor in Home Economics, July 18, 1955
Rondell P. Ditmer, Assistant Research Professor, Seed Control, March 7, 1955
Heinrich Fenner, Research Instructor Dairy and Animal Science, Feb. 7, 1956
Mary L. Goodwin, Research Instructor Dairy and Animal Science, March 15, 1956
Richard H. Graves, Research Instructor Feeds and Fertilizers, Sept. 19, 1955
Cyrill M. Martin, Instructor Research Food Technology, September 12, 1955
Jerry A. McDermell, Instructor Research Dairy and Animal Science, March 21, 1956
William E. Moehl, Research Professor Veterinary Science, October 6, 1955
David F. Owen, Jr., Instructor Research Feeds and Fertilizers, April 1, 1956
Martin Sevoian, Research Professor Veterinary Science, August 22, 1955
Bert M. Tuckerman, Assistant Research Professor, Cranberry Station, May 1, 1955
Mrs. Clara K. Nicholson, Instructor Research Agricultural Economics, Feb. 1, 1956
Halston W. Read, Jr., Instructor Research Bacteriology, April 1, 1956

Part Time - Experiment Station

Elizabeth M. Elbert, Research Instructor Food Technology, July 1, 1955
Athanasios Kiratsous, Instructor Research Food Technology, February 6, 1956
Herman Lopez, Instructor Research Wildlife, February 20, 1956
Philip R. Pearson, Jr., Research Instructor Agronomy, July 1, 1955
Kiyoshi Tsuji, Instructor Research Food Technology, July 1, 1955
John M. White, Instructor Research Agronomy, July 1, 1955

EXTENSION SERVICE

John H. Bragg, Assistant Extension Professor of Agricultural Economics, Feb. 15, 1955
John W. Hough, Assistant Extension Professor of Poultry Husbandry Feb. 15, 1955
* William J. Lord, Assistant Extension Professor of Pomology, July 11, 1955
* Gilbert E. Mottla, Head of Department of Communications, March 7, 1955
Mrs. Shirley S. Weeks, Assistant Extension Professor of Home Economics, Jan. 1, 1955

PROMOTIONS

INSTRUCTION

Elliot D. Allen, Associate Professor of English from Assistant Professor
* Fred V. Cahill, Jr., Dean of the College of Arts and Science from Professor of Government
Katherine A. Clarke, Associate Professor of French from Assistant Professor
* Richard M. Colwell, Professor of Accounting from Associate Professor
Joseph Contino, Assistant Professor of Music from Instructor
Armand J. Costa, Assistant Professor of Mechanical Engineering from Instructor
Wright E. Erlick, Assistant Professor of Psychology from Instructor
* Stowell C. Goding, Head of Department of Romance Languages from Professor
* Maxwell H. Goldberg, Head of Department of English from Professor
Tom S. Hamilton, Jr., Assistant Professor of Landscape Architecture from Instructor
Randolph A. Foster, Assistant Professor of Floriculture from Instructor
* Carl A. Keyser, Professor of Metallurgy from Associate Professor
* J. Henry Korson, Head of Department of Sociology from Professor
* Arthur E. Medock, Head of Department of Speech from Professor
Robert A. Potash, Assistant Professor of History from Instructor
Norton E. Schmidt, Assistant Professor of Marketing from Instructor
Sidney Schoeffler, Associate Professor of Economics from Assistant Professor
Frank A. Singer, Associate Professor of Accounting from Assistant Professor
Oddvar Solstad, Assistant Professor of Chemical Engineering from Instructor
Glenn B. Tinder, Assistant Professor of Government from Instructor
Mrs. Ann H. Trumbull, Assistant Professor of Education from Instructor
Bertram G. Woodland, Assistant Professor of Geology and Mineralogy from Instructor
Raymond Wyman, Associate Professor of Education and Director of Audio Visual Center, from Assistant Professor

RESIGNATIONS

INSTRUCTION

Robert J. Allio, Instructor in Mechanical Engineering, August 31, 1955
Frank D. Bartlett, Jr., Instructor in Animal Husbandry, August 31, 1955
Theodore L. Batke, Assistant Professor of Chemical Engineering, August 31, 1955
Robert A. Bennett, Instructor, Veterinary Science, February 28, 1955
Richard W. Butler, Instructor in Mechanical Engineering, August 31, 1944
Hall G. Buzzell, Instructor in Mathematics, August 31, 1955
James W. Chadwick, Jr., Instructor in Animal Husbandry, August 31, 1955
Walter E. Conrad, Instructor in Chemistry, August 31, 1955
Martin S. Cryan, Instructor in Food Technology, September 9, 1955
Jack F. Davis, Assistant Professor of Physical Education, August 31, 1955
Lyle C. Dearden, Instructor in Zoology, August 31, 1955
Catherine A. Dower, Instructor in Education, January 31, 1956
Enio Felliciotti, Instructor in Food Technology, August 31, 1955
Arthur J. Field, Instructor in Sociology, August 31, 1955
Almon S. Fish, Jr., Instructor in Pomology, August 31, 1955
John C. Fisher, Instructor in Geology, January 31, 1955
Edith C. Forbes, Instructor in Home Economics, August 31, 1955
Alice Georgantas, Instructor in Romance Languages, August 31, 1955
Ulrich A. Goldsmith, Associate Professor of German, August 31, 1955
Eva R. Grubler, Instructor in Psychology, August 31, 1955
Mrs. Katherine W. Irvin, Instructor in Home Economics, August 31, 1955
William B. Johnson, Instructor in Olericulture, January 31, 1956
Edwin H. Ketchledge, Instructor in Botany, August 31, 1955
David W. Knudsen, Instructor in Electrical Engineering, August 31, 1955
Henry Kratz, Jr., Instructor in German, August 31, 1955
Walter S. Lake, Assistant Professor of Mechanical Engineering, May 31, 1955
(after sick leave)
Lorraine D. Lavallee, Instructor in Mathematics, August 31, 1955
Bernard Mausner, Assistant Professor of Psychology, January 31, 1955
Daniel J. McCarthy, Assistant Professor of Education, January 31, 1955
William E. McClennan, Jr., Instructor in Geology, August 31, 1955
Gerald J. McLindon, Assistant Professor of Landscape Architecture, August 31, 1955
Donald E. Novel, Instructor in Civil Engineering, August 31, 1955
John C. Nicholson, Instructor in Physics, August 31, 1955
Donald J. Olsen, Instructor in History, August 31, 1955
Donald S. Scheufele, Instructor in Chemistry, August 31, 1955
Ralph E. Schwartz, Instructor in Mathematics, August 31, 1955
Leo F. Solt, Instructor in History, August 31, 1955
Herbert N. Stapleton, Head of Dept. of Agric. Engineering, January 31, 1955
Rene S. Taube, Instructor in Romance Languages, August 31, 1955
Theodore J. Wang, Assistant Professor of Physics, August 31, 1955

RESIGNATIONS * Continued

EXPERIMENT STATION

Leo P. Beninato, Instructor, Research, Veterinary Science, September 16, 1955
Edward S. Beresthe, Instructor, Research, Feeds and Fertilizers, Sept. 2, 1955
Joan T. Cody, Instructor, Research, Feeds & Fertilizers, July 20, 1955
Richard H. Graves, Instructor, Research, Feeds & Fertilizers, December 23, 1955
Nathan L. Shipkowitz, Assistant Professor, Research, Veterinary Science, February 17, 1955
Pearl Kane, Instructor, Research, Home Economics, May 31, 1955

EXTENSION SERVICE

Robert C. Simmons, Extension Editor, December 2, 1955
Roger A. Nolcott, Assistant Professor, Extension, Visual Aids, January 13, 1956

DEATHS

INSTRUCTION

Harry C. Lindquist, Assistant Professor of Dairy and Animal Science, December 1, 1955
D. Horace Nelson, Assistant Professor of Dairy and Animal Science, March 14, 1955
Ray E. Torrey, Professor of Botany, January 16, 1956

EXTENSION SERVICE

Lawrence V. Loy, Extension Professor in Charge of Youth Programs, March 10, 1955

RETIREMENTS

INSTRUCTION

Charles F. Fraker, Head of Department of Romance Languages, August 31, 1955
S. Church Hubbard, Assistant Professor of Floriculture, August 31, 1955
Victor A. Rice, Head of Department of Animal Husbandry, July 31, 1955

EXTENSION SERVICE

Fayette H. Branch, Extension Professor of Agricultural Economics, January 3, 1956
Wellesley C. Harrington, Extension Professor of Engineering, January 6, 1956
Wilbur H. Thies, Extension Professor of Horticulture, January 31, 1955

* Previously reported to Board of Trustees

SABBATICAL LEAVES

The following sabbatical leaves are recommended subject to appropriation of funds and to the usual conditions governing sabbatic leave. Those individuals going for one-half year or one semester are to be granted leave with full pay and those going for one year are to be granted leave at half pay:

Frederick B. Chandler to take leave July 1, 1956 to December 31, 1956. He will study the relationship of drainage, irrigation, root growth and the yield of cranberries. This study will be made in New Jersey, Wisconsin, California, Oregon and Washington and a manuscript will be prepared on the basis of results obtained.

Katherine Allen Clark for the second semester 1956-1957 to gather material in France for a biography of Jean Giono, Modern French Novelist. Miss Clark has translated some of Giono's novels and will complete the translation of those which have not already appeared in America.

Byron Colby leave for one year from September 14, 1956, to study recent developments in Animal Science in order to improve the Extension Program and research in this area. Examples of new developments include new feeds, the use of hormones and anti-biotics in livestock rations. Professor Colby will establish residence at an eastern University.

Albert E. Goss for the second semester 1956-1957 to complete a survey of psychological data and theory concerning the role of verbal processes in human learning. This will be carried on in several centers of research including Yale University, University of Iowa, University of Minnesota and the Congressional Library.

J. Henry Korson for second semester 1956-1957 to conduct research in the area of Industrial Sociology. Professor Korson's project is entitled "National Comparisons of Occupational Mobility and Prestige." The work would be conducted in England and several Northern European countries.

Bruce R. Morris for the second semester 1956-1957 to complete research for a book on which he has been working for some years on the subject of Economic and Social Planning. The research would be done in the Scandanavian countries and primarily in Denmark.

Paul A. Swenson for the academic year 1956-1957 for research work in the field of Cellular Physiology. Professor Swenson has been carrying out a research program supported by the Atomic Energy Commission on the effects of ultra-violet light on the metabolism of radio active phosphorous by yeast cells. He will continue this study at the Brookhaven National Laboratory at Upton, Long Island.

Gilbert L. Woodside for the second semester 1956-1957 to continue his research on cancer in mice. He has been invited to spend the semester at the National Cancer Institute in Bethesda, Maryland where he will have an opportunity to learn the technique of using the electron microscope equipment which it is planned to include in the new Life Sciences Building at the University.

COMMITTEE

UNIVERSITY OF MASSACHUSETTS

MINUTES OF MEETING OF TRUSTEE COMMITTEE ON FINANCE

May 15, 1956, 10:30 a.m., Butterfield House, U of M, Amherst

Chairman Haigis presiding

The Finance Committee resumed its meeting which was adjourned May 8.

Auditor's Report

At the request of the Chairman, Treasurer Johnson reviewed in detail the Notes and Comments contained in the Report of the State Auditor on his examination of the accounts of the University of Massachusetts for the period from August 23, 1954 to August 15, 1955. Treasurer Johnson noted that many of the comments were informational, recording that certain changes and improvements and action on previous auditor's comments have been taken care of. It was noted that the comment on lack of reconciliation of monthly production reports has been corrected on the basis of spot checking and reconciliation. A full-time internal auditor, a position that the University has requested for the past three years in its budget request but has not yet received, would be necessary to make a complete check of production reports. Treasurer Johnson pointed out that whatever is produced at the University is a by-product of the instructional process rather than being the main business of the University and, therefore, it is questionable whether complete accountability can be maintained since much of what is produced is consumed in the instructional process on which no complete record is maintained.

The Auditor noted that Daily Time Records on Comptroller's Form CB-28A were not maintained by all departments. The Treasurer stated that the Treasurer's Office, the Plant, Farm

Department and the Boarding Hall maintain complete time records. All other departments of the University make weekly reports of

COMMITTEE

absences to the Business Manager's Office. These weekly reports are part of the payroll system and are deemed sufficient to protect the Commonwealth in all respects.

It was noted that production reports from the Waltham and Wareham Field Stations are now being received routinely.

The Auditor noted a large surplus in the working capital fund of the University Store and suggested that the Trustees should review the mark-up policy of the Store with the object of reducing prices to the students so that a surplus would not be accumulated. Treasurer Johnson pointed out that the University Store had operated under very difficult handicaps and was in financial trouble a number of times prior to the time that the present Store Manager was employed. For the past four years the Store has been showing a surplus each year. This has been accumulated for the definite purpose of building up sufficient surplus so that the Store would be able to extend its operations and to provide funds for the support of the Student Union at the time that the Store became part of the Student Union operation in September, 1956. A Student Union Budget is being presented to the Trustees at this meeting which will transfer some of this surplus to the Student Union Account. In this way the University Store is serving its purpose of benefiting the student body. In addition, Treasurer Johnson pointed out that the Store operates on pricing policies established by the President which offers most items to the students at prices below normal list price for the item. Textbooks are sold 5% below list price.

COMMITTEE

Treasurer Johnson pointed out that the Auditor's comments on student bills will be answered when the IBM billing system is placed in operation this summer.

The Treasurer also stated that a system was being devised to give complete financial control of the traffic violation fines. No action had been taken previously on this comment since it was anticipated that the President might recommend a change in the whole system of handling traffic violations. After review by administrative officers concerned, it now appears as though the traffic violation fine system previously established by the Board of Trustees would be continued and steps taken to implement the control of payments.

The Student Deposit System was discussed by the Trustees in detail and it was decided that no action would be taken at this time.

The Auditor suggested that an opinion of the Attorney General should be obtained relative to certain questions pertaining to the policy of handling interest earned on pooled trust funds. Treasurer Johnson reported that the interest on pooled trust funds was handled in accordance with the policy established by the Board of Trustees in May, 1952. At the time this policy was established the Trustees gave careful consideration to all aspects of the problem and reviewed what was being done at other colleges and universities in this area of accounting. Treasurer Johnson reported that the had discussed this sytem in detail with a number of large public universities and found that, without exception, they are all handling their trust and agency accounts in the same manner as

established here. Treasurer Johnson noted that the balance in the Trust Fund Interest Account exceeded $8,000 and, on recommendation of President Mather, the Trustees

COMMITTEE

VOTED: To transfer $5,000 from the Trust Fund Interest Account to the University Scholarship Fund for unrestricted scholarships to students to be awarded by the University Scholarship Committee.

Treasurer Johnson reported that the Auditor's comments on lack of internal control and modifying or modernizing the accounting system was, in his opinion, an unjustified comment in view of the fact that the entire system of internal checks and controls has been completely changed during the past four years and an IBM system installed that greatly modernizes the whole system. He pointed out that the complete change-over to modern methods had not been completed within the next fiscal year. The system in use at the University is approved by the Comptroller's Burea who has final control of the accounting system. As a result of the Auditor's comment in the previous year, the Comptroller;s Bureau sent a field agent to the University to review the system but in view of the installation of the IBM system it was decided by the Comptroller's Bureau to defer their review until the system had been installed.

Treasurer Johnson also noted that in his discussion with the State Auditor, the State Auditor was attempting to make a recommendation that would re-enforce the University's request for an internal auditor. It was felt that this comment was directed towards that end. The Trustees noted that the Auditor's comment was general rather than pointing out specific defects in the system and, in view of the Treasurer's remarks, took no action.

COMMITTEE

Chairman Bartlett stated that it was his desire to have the Treasurer make a complete report to the Finance Committee each year on the Auditor's comments.

The committee reviewed the investment holdings of the University and after discussion

Investments

VOTED: To request the Treasurer to have the list reviewed by competent investment counsel and report back to the committee.

Treasurer Johnson pointed out that the Student Union Building is nearing completion, that it will be ready in the fall of 1956, and that plans should be set up for its financial management. After discussion, the committee

Student Union Funds

VOTED: To recommend to the Board of Trustees that the Student Union be organized with four funds to be established on the books of the University Treasurer as trust funds as follows:

1. Student Union General Fund
2. Student Union Reserve Fund
3. Student Union Food Service Fund
4. University Store (same account as now authorized)

That the Director of the Student Union shall have managerial responsibility for all four funds but that no funds shall be transferred to or from the Student Union Reserve Fund, the Student Union Food Service Fund, or the University Store Fund except as authorized by the Board of Trustees.

That the Director of the Student Union shall have the authority to disburse all funds in the Student Union General Fund within the approved budget. Transfers between budget categories may be made in each fiscal year with the approval of the President.

That all income to the Student Union not budgeted that is not specifically designated as income to the Student Union Food Service or University Store shall be added to the Student Union General Fund.

That transfers of surplus funds will be made annually from the Student Union Food Service Fund and University Store Fund to the Student Union General Fund on approval of the Board of Trustees.

COMMITTEE

Student Union Budget

The committee then reviewed the Student Union budget as proposed by the Treasurer for the fiscal year July 1, 1956 through June 30, 1957. The Treasurer pointed out that necessarily this was a trial budget and would have to be adjusted after some experience in the actual operation of the building. The Committee questioned whether the salary of the director of the Union should be as high as the salary of the Business Manager of the University.

President Mather said that proper operation of the building depended on locating a good manager. He felt that the proposed beginning salary of the manager, $7,080, was proper and is in line with salaries paid to managers of other student unions. He agreed that salaries of other officers of the University are low and that it would be necessary to make strong effort in the next year or two to obtain raises for the professional staff. After study and discussion, the committee

VOTED: To recommend that the Board of Trustees approve the following Student Union budget for the fiscal year July 1, 1956 through June 30, 1957.

Income

Student Fees:		
First Semester 4,400 @ $10	$44,000	
Second Semester 4,100 @ $10	41,000	
Summer Session 600 @ $4	2,400	
		$87,400
Transfers:		
University Store - July 1, 1956		40,000

Game Rooms:		
Bowling	$20,000	
Billiard	5,000	
Ping Pong	1,000	
		$26,000
Rental of Space:		
Barber Shop	1,500	
Other - Special Events	1,000	
		2,500
Total Income		$155,900

Expenses

Personal Services:			
Director	Gr. 62		$7,080
Assistant Director	Gr. 52	(10 mos.)	4,350
Assistant Director	Gr. 52	(to be left vacant)	
Senior Clerk & Typist	Gr. 14	(10 mos.)	2,300
Junior Clerk & Typist	Gr. 6	(10 mos.)	(vacant)
Custodian (6)	Gr. 18	(10 mos.)	15,000
Hostess	Gr. 18	(10 mos.)	2,500
Hostess	Gr. 18		(vacant)
Students & part-time employees			3,000
			$34,230
Rent:			
To General Fund of Commonwealth to reimburse for state appropriation			80,000
Supplies & Expenses:			
Office & Administrative	$2,000		
Janitor and miscellaneous	3,000		
			5,000
Transfer:			
To Student Union Food Service for Working Capital			20,000
Program:			
For Student Union Activities and Programs			5,000
Maintenance & Replacements			
Furnishings & Equipment	$2,740		
Bowling, including lease of pinsetters	4,700		
Game Rooms	2,400		
			9,840
Reserve for Contingencies - Current Year			1,830
Total Expenses			$155,900

The Treasurer suggested the need for establishing a policy governing the disposition of certain old records. After discussion, it was

UNIVERSITY OF MASSACHUSETTS

COMMITTEE

Disposal of Old Records

VOTED: To recommend that the Trustees adopt the following policy relative to disposition of old records subject to the approval of the Commission on Administration and Finance.

1. Vouchers supporting disbursements, including cancelled checks, should be retained for six full fiscal years (Statute of Limitations of Actions).

2. Documents supporting the receipt of funds and general correspondence, should be retained for three full fiscal years.

3. All books of original entry (including payroll journals and payroll earnings ledger cards), deeds, bequests, annual financial statements and other documents having a permanent value should be retained indefinitely.

4. Leases, contracts, insurance policies, and other financial agreements not under seal should be retained for six fiscal years subsequent to the termination date of the agreement. Contracts under seal and promissory notes should be retained for twenty years.

5. Miscellaneous records, not included in the preceding categories should be retained for three full fiscal years.

6. All records subject to disposition as outlined above should be destroyed by burning.

The Treasurer reported gift from the will of Lillian S. Harrison of Amherst in the amount of $11,836.14. The terms of the gift as stated in the will are as follows:

Harrison Fund

"In memory of my husband, Walter H. Harrison, I bequeath and devise one-third (1/3) of my estate to the Board of Trustees of the University of Massachusetts, for the purpose of holding and administering a fund to be known as the 'Walter H. Harrison Loan Fund', said Trustees to make loans from the income thereof, without interest, to industrious and deserving students of the University. In the investment and administration of this fund wide discretion, with broad and comprehensive powers, is hereby expressly conferred upon said Board of Trustees."

It was

VOTED: To recommend that the Trustees accept gift from the will of Lillian S. Harrison of Amherst for the purpose as stated above and to authorize the Treasurer of the University to establish an endowment fund in the amount of $11,836.14 for carrying out the purpose of the donor.

COMMITTEE

It was also

VOTED: To recommend that the Secretary of the Board convey the appreciation of the Board of Trustees for the Harrison gift.

The meeting was adjourned at 12:30 p.m.

Secretary

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COMMITTEE

UNIVERSITY OF MASSACHUSETTS

MINUTES OF MEETING OF TRUSTEE COMMITTEE ON FACULTY AND PROGRAM OF STUDY

July 5, 1956, 11:30 a.m., Hotel Statler, Boston, Mass.

Chairman Boyden presiding

PRESENT: Trustees Boyden, Miss Buxton, Crowley, Desmond, Mrs. McNamara, President Mather, Secretary Burke

The committee considered the new undergraduate courses proposed by various departments of the University and approved by the University Course of Study Committee and the President. After discussion and on the recommendation of President Mather, it was

New Courses

VOTED: To recommend that the Trustees approve the following new undergraduate courses of study.

On the recommendation of the Graduate School Council and of the President, it was

VOTED: To recommend that the Trustees approve the following new graduate courses.

Ph.D. program in Zoology

President Mather discussed the petition from the Department of Zoology for permission to offer the Ph.D. degree. He pointed out that all 12 members of the staff in Zoology are engaged in research work in addition to carrying normal teaching loads and that 11 of the 12 members have Ph.D. degrees. He said that both the demand for the Ph.D. in Zoology and the ability of the department to offer the necessary courses has been examined carefully by the Graduate School Council. After discussion and on the recommendation of the President, it was

VOTED: To recommend that the Trustees authorize the establishment of a Ph.D. program in the Department of Zoology.

COMMITTEE

William Angus Laing

President Mather said that William Angus Laing had finished his senior year in June of 1956 lacking one 3-credit course for graduation. Immediately after graduation, Mr. Laing enrolled at Boston University to complete this course. After about two weeks he became ill and was sent to a hospital in Springfield, his home town. His disease has been diagnosed as leukemia.

The mother of this student has written to the President stating that the boy will not live and that the thing uppermost in his mind was his effort to gain his degree. The President referred the mother's letter to Provost McCune who checked with the boy's doctors and acting for the faculty recommended that the degree be awarded. It was the intention of the President to bring this matter to the Board on July 5 for their action but his second letter from the mother expressed doubt that the boy would live that long. He, therefore, went to Springfield and awarded the degree last week.

The committee unanimously

Bachelor of Business Administration

VOTED: To approve the action of the President and to award the degree Bachelor of Business Administration to William Angus Laing effective July 5, 1956.

On the recommendation of the President, it was

N. May Larson, Emeritus

VOTED: To recommend that the Trustees name Mrs. N. May Larson, Extension Professor of Home Economics, Emeritus, effective on the date of her retirement May 31, 1956.

On the recommendation of the President, it was

Grunow O. Oleson, Emeritus

VOTED: To recommend that the Trustees name Grunow O. Oleson, Extension Professor of Communications, Emeritus, effective on the date of his retirement May 31, 1956.

COMMITTEE

University Faculty Senate

The committee then discussed the proposed University Faculty Senate, copies of which had been mailed to all Board members at least a month prior to this meeting. The committee also considered the proposed preamble for the University Faculty Senate. Members of the committee pointed out a number of discrepancies in the wording of the Senate constitution and President Mather said that he was aware that the document contained a number of inconsistencies. He said that it was his intention to have the Senate appoint a constitution committee immediately on its formation and this committee should spend the first year in smoothing out the constitution. Committee members also raised the question as to the meaning of certain phrases and particularly questioned the use of the word "legislate". There was some doubt as to whether the Faculty Senate constitution should be acted upon at this meeting or whether more study should be given to the matter. Finally, after discussion and in order to bring the matter before the Trustees, it was

VOTED: To recommend that the Trustees establish a University Faculty Senate and to abolish the Educational Policies Council of the University; also that the Trustees should approve the attached preamble to the University Faculty Senate and approve the attached constitution of the University Faculty Senate.

The meeting was adjourned at 1:15 p.m.

J. J. Burke Secretary

PREAMBLE OF ACCEPTANCE FOR THE PROPOSED UNIVERSITY SENATE - UNIVERSITY OF MASSACHUSETTS

Relationships between Faculty, Administration, and Board of Trustees

It should be understood in considering the proposed University of Massachusetts Senate recommendation, that the primary responsibility for over-all policy of the University of Massachusetts rests in the Board of Trustees. The carrying out of such policy is the responsibility of the Administration.

Neither the Board of Trustees nor the President can surrender these functions to the individual members of the faculty, or to any group or organization of the faculty. While their advice and counsel should be sought and given proper weight, the responsibility and authority in administrative matters remains in the Board and the President.

The faculty, for example, should recognize that rules of tenure, of academic freedom, and similar matters are not established for their benefits alone. These rules are for the protection and promotion of the welfare of the students.

Such rules are for the purpose of providing a better faculty and better administration, through security and freedom to teach, without being unduly circumscribed or hampered by fear of reprisals, or loss of jobs.

These rules are not intended to make faculty members free to interfere in administrative matters, impose their ideas upon the institution, or stir up conflict among faculty or students.

Each teacher should be privileged to work vigorously within the institution for what he believes to be right; he should have careful considerations of his problems by the Head of the Department, the Dean, the Provost, and the President. A University Senate, just like any other committee or organization of the University, should provide a medium for exchange of opinions, recommendations, and expression by all parties concerned of the ideas and counsel necessary for determining sound policy and making wise decisions in a democratic atmosphere. To further clarify the relationship of the President with the Board of Trustees and the faculty, the following statement is made regarding the duties and responsibilities of the President.

President of the University

1. The President of the University is the chief executive and administrative officer of the University. In this capacity he is responsible for managing the operation of the University and for carrying out and enforcing all policies and regulations adopted by the Board for the operation of the University and is given authority requisite to that end.

2. The duties of the President shall be as follows:
   a. To attend all meetings of the Board except when the Board requests otherwise.
   b. To submit to the Board from time to time such recommendations and information concerning any phase of University policy or administration as may seem necessary to the best interests of the University.
   c. To nominate all candidates for membership in the University faculty and staff.
   d. To call and preside over meetings of the faculty.
   e. To appoint such faculty committees as he deems necessary, and define their duties.
   f. To act as the official medium of communication between the Board of Trustees and University officers and staff members.
   g. To submit annually to the Board of Trustees for their approval a list of students recommended for graduation by the faculties of the various schools and colleges. Diplomas shall be signed by the President of the University.
   h. To summarize and coordinate the budget estimates submitted by schools, colleges, divisions, and departments and prepare a budget adjusted to the income of the University and the needs of the work.

i. To be the official representative of the Board of Trustees in all matters affecting the University which comes before the General Court.
j. To be the official representative of the Board of Trustees in all matters affecting the University which involve other departments of State Government.
k. To direct the assignment of all plant facilities, including buildings, offices, classrooms, laboratories, equipment and land, and establish uniform rules pertaining to their proper use.
l. To prepare such reports as are required by the Board, the State, and the Federal Government.

July 5, 1956

COMMITTEE

UNIVERSITY OF MASSACHUSETTS

MINUTES OF MEETING OF TRUSTEE COMMITTEE ON FINANCE

July 5, 1956, 11:30 a.m., Hotel Statler, Boston, Mass.

Chairman Haigis presiding

PRESENT: Trustees Bartlett, Brett, Cashin, Haigis, Whitmore, Treasurer Johnson

It was

VOTED: To ask the Treasurer to investigate the possibility of employing investment council and to report to the committee at its next meeting.

The meeting was adjourned at 1:35 p.m.

Secretary pro tem

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UNIVERSITY OF MASSACHUSETTS

COMMITTEE

MINUTES OF MEETING OF EXECUTIVE COMMITTEE

July 26, 1956, 6:30 p.m., Hotel Statler, Boston, Mass.

Chairman Bartlett presiding

PRESENT: Trustees Bartlett, Brett, Cashin, Whitmore, President Mather, Treasurer Johnson

In the absence of Secretary Burke, Treasurer Johnson was asked to take the minutes of the meeting.

Freedom Bill

Trustee Whitmore announced the signing of the "Freedom Bill" by the Governor that afternoon after enactment by both the House and the Senate without a dissenting vote. The bill becomes Chapter 556 of the Acts of 1956. In signing the bill the Governor added an emergency preamble making the bill effective immediately so that the University might fill vacant positions with qualified candidates before the opening of the fall semester.

The Trustees congratulated President Mather on his successful campaign to restore these personnel powers to the Board of Trustees and voted to spread on the records of the Board of Trustees the sincere appreciation of the Board of Trustees to President Jean Paul Mather for his outstanding accomplishment in promoting legislation that effectively restores the personnel policies of the University to the Board of Trustees.

On the recommendation of President Mather and after careful examination of the credentials of the candidate, it was

O'Donnell Walter G.

VOTED: To appoint Walter G O'Donnell as Professor of Industrial Administration in the School of Business Administration effective September 1, 1956 at the starting salary of $6180 per year.

COMMITTEE

UNIVERSITY OF MASSACHUSETTS

President Mather discussed briefly the legislative program as it affects the University. He stated that the capital outlay as approved by the House contained items totaling $3,017,000 for the University including the Library addition of $1,979,000, an ROTC Classroom and Armory Building of $400,000, and plans for the Science Center of $93,000. He also stated that the Governor had recommended $100,000 in the Supplementary Budget for additional positions including new teachers. If these funds are appropriated the University operating budget will be in fairly good shape for the coming year.

Freedom Bill

Chairman Bartlett pointed out that under the Freedom Bill as it becomes effective, the Trustees have acquired increased powers and responsibilities. He stated that Trustee action on a policy basis would be required to implement the provisions of the bill and that such policy matter should be deferred until the matter could be discussed by the full Board of Trustees. President Mather and Treasurer Johnson pointed out that there were some routine personnel matters that required action before the opening of the school year and President Mather stated that some of these items requiring appointments to full professorships could be brought before the Executive Committee early in September whereas other actions such as the routine granting of step-rate increases, filling of vacancies below the grade of professor might better be facilitated on the basis of existing authorization in the by-laws of the Trustees whereby the President is empowered to act for the Board in these matters. After a detailed discussion of all aspects of the situation and on the recommendation of Chairman Bartlett, it was

COMMITTEE

VOTED: That the President be authorized under the by-laws of the Trustees and the provisions of Chapter 556 of the Acts of 1956 to act in the name of and for the Board of Trustees in all personnel matters requiring immediate action for the opening of the forthcoming academic year until the next meeting of the full Board of Trustees.

Freedom Bill

President Mather pointed out that the passage of the Freedom Bill means that certain procedures for the processing of personnel papers would have to be established with the Commission on Administration & Finance and the Division of Personnel & Standardization. This would be a matter of exploration and negotiation with the Commission on Administration & Finance in order to establish the best operating procedures. After discussion and on recommendation of the President, it was

VOTED: To adopt the attached statement of procedure for processing of personnel transactions and to request the Treasurer to discuss these procedures with the Commission on Administration & Finance for the purpose of putting them into operation immediately.

Western Massachusetts Electric Company

President Mather reported that the Western Massachusetts Electric Company had offered to make available the half-time services of one of their high ranking engineers as a one-half time Assistant Professor in the School of Engineering. The company wished to be reimbursed for the services of this engineer at one-half the rate of the starting salary of an Assistant Professor. President Mather pointed out that this was another way in which industry was attempting to cooperate with engineering schools to provide them with teachers so that more engineers could be trained to meet the increasing demand. On the recommendation of the President, it was

COMMITTEE

VOTED: To authorize the President to enter into a contract with the Western Massachusetts Electric Company whereby the company will provide the services of Frank R. Longley for one-half time teaching in a position in the School of Engineering under the title of Assistant Professor at a fixed price for each academic year of one-half the salary rate of an Assistant Professor.

Architectural Consultant

The Treasurer stated that Mr. Niels H. Larsen had rendered valuable service to the Trustees and the administration as an architectural consultant in the past two years and recommended that the services be continued for the fiscal year. It was

VOTED: To authorize the Treasurer, Kenneth W. Johnson, to enter into an extension of the contract with Leland, Larsen, Bradley, and Hibbard of Boston for the continued architectural consulting service of Niels H. Larsen for the period July 1, 1956 to June 30, 1957.

The Treasurer explained that it is necessary to execute contracts for repair work under the maintenance budget and to employ designers from time to time to make plans and specifications for this work. This has been routine procedure in the past but a new contract form now in use requires that a certified vote of the Trustees be attached authorizing the Treasurer to sign. It was

VOTED: That the Treasurer, Kenneth W. Johnson, be authorized to execute in the name of and for the Board of Trustees contracts for repairs, alterations, and additions from funds appropriated annually for these purposes.

It was

VOTED: That the Treasurer, Kenneth W. Johnson, be authorized to execute in the name of and for the Board of Trustees contracts for engineering and designers services for preparation of plans and specifications for repair, alterations and additions.

COMMITTEE

Treasurer Johnson reported that the National Cranberry Association in settling previous account for the sale of the 1953 cranberry crop had overpaid the University $66.62. They propose to recover this overpayment through withholding from dividends. It was

National Cranberry Association

VOTED: To approve the proposal of the National Cranberry Association of June 4, 1956 to deduct an overpayment of $66.62 on 1953 cranberry sales from accrued dividends.

President Mather reported on the progress being made in cooperation with the other three colleges in the area. The objectives of the cooperation in the areas of exchange of students and exchange of faculty members will mean a saving to the institutions involved and a wider opportunity for the students. On the recommendation of the President, it was

Tuition

VOTED: To authorize the President to waive the tuition for students at Amherst College, Smith College, and Mt. Holyoke College taking individual courses at the University on a reciprocal basis whereby equivalent numbers of students from the University will be entitled to take courses at these colleges on a tuition-free basis.

ROTC

The President also announced that the Air Force had terminated the Amherst College ROTC program leaving a number of students part way through the course of instruction. Arrangements have been made with the Air Force and Amherst College to have these students finish their program at the University this fall. The cost of this program is borne by the Air Force.

Student Union Building

The Trustees discussed the progress being made on the Student Union Building. Trustee Brett reported that although the contractor was making every effort to complete the building, it was now impossible to have it ready for the opening of the fall

semester. It is anticipated that the building will be ready later in the semester. President Mather stated that it was his recommendation that the Student Union fee of $10.00 per semester be levied for the fall semester so that the Trustees might meet their obligations with the State. He indicated that a program could be organized and started even before the building was completed. In addition it was recalled that one of the considerations against the raising of tuition had been the increased cost because of the Student Union fee. No action was necessary on this matter since the Student Union fee was established to be effective September 1, 1956.

President Mather also announced that the candidate for the position of Director of the Union approved by the Board at its last meeting, Mr. Thomas Culbertson, had withdrawn his candidacy after having been offered the position in favor of accepting a much higher paying position in industry. The President announced that he would recommend at the next meeting of the Board appointment of a Union Director after candidates have been interviewed by the Provost, Treasurer and himself.

Carnegie Corporation

The President also announced that the University was the recipient of a grant of $35,000 from the Carnegie Corporation of New York for the study of the teaching of foreign languages in preparation for the installation of modern language laboratories in the Liberal Arts Classroom building that is now being designed. This grant is significant in that it is the first time that the University has received a grant from a private corporation to improve the instructional program.

COMMITTEE

Hokkaido University

The President also announced that the University had received a request from the International Cooperation Administration for the establishment of a cooperative exchange program with the University of Hokkaido at Sapporo, Japan. This project would be largely in the area of agriculture. The first step in negotiating the terms of this project will be for the President, the Dean of Agriculture and other staff members to make a trip to Japan this fall to negotiate the terms of this cooperative arrangement. The cost of the project will be borne by the International Cooperation Administration and the Rockefeller Foundation.

Treasurer Johnson reported that there is immediate need for the appointment of engineers to design extensions and improvements to the water and sewer distribution systems on the campus. Funds are available for this project. On recommendation of the Treasurer, it was

Water and Sewer Extension

VOTED: To recommend to the Commission on Administration & Finance and the Division of Building Construction the employment of either Whitman and Howard of Boston or Metcalf and Eddy of Boston for the preparation of plans and specifications for the extension of water and sewer distribution lines.

Association of Governing Boards

Trustee Whitmore announced that the Association of Governing Boards of State Universities are to be the guests of the Board of Trustees at a conference on the campus on September 7, 8, 9 and 10. He reviewed the program which has been established to date which features several outstanding speakers including the President of the University and the Governor of the Commonwealth in addition to a varied program of discussion and activities.

COMMITTEE

Mr. Whitmore urged that all members of the Trustees save these dates for attendance at the conference. Information about the program will be distributed at an early date.

The meeting was adjourned at 8:45 p.m.

Secretary pro tem

Chairman

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UNIVERSITY OF MASSACHUSETTS

COMMITTEE

UNIVERSITY OF MASSACHUSETTS

Procedure for appointment of Officers and Professional Staff in accordance with the provisions of Section 13 of Chapter 75 of the General Laws as amended:

1. Whenever the President of the University or the Board of Trustees of the University shall make an appointment to a permanent position as established in the schedules of positions of the Joint Ways and Means Committee, or creates within funds appropriated therefor a temporary position, a "Report of Employment" form (permanent position) or "Report of Temporary Employment" form (temporary position) will be prepared as follows:

Original Copy - white form - To Division of Personnel to be retained for their files.

Second Copy - green form - To Division of Personnel for recording and forwarding to the Comptroller.

Fourth Copy - orange form - To Division of Personnel for recording and forwarding to Board of Retirement.

Fifth Copy - blue form - Retained for University Personnel File.

Sixth Copy - pink form - To University Payroll Section, Treasurer's Office, for authorization to place on payroll.

Each report of employment will be numbered in numerical sequence by the University in the upper right corner of the form.

2. To provide essential personnel service data a copy of the "Personnel Service Requisition" form, filled in to cover pertinent information, will be attached to each copy of the Report of Employment.

3. Whenever a temporary appointment is made by the President of the University, the Treasurer of the University will certify on the form that funds are available to pay the salary.

4. When an appointment is made by the President of the University at a salary rate above the minimum, the Treasurer of the University will certify on the form that funds are available for the payment of the salary.

5. When step-rate or salary increments are authorized by the President of the University, the "Salary Increase" form will be filled out and distributed as follows:

Copy 1 - To Division of Personnel for their records.

Copy 2 - To Division of Personnel for recording and forwarding to the Comptroller.

Copy 3 - Retained for University Personnel file.

Copy 4 - To University Payroll Section for payroll authorization.

6. Whenever a salary increment is authorized by the President of the University at more than one step or increment for the position in question, the Treasurer of the University will certify that funds are available to pay the increment.

7. When overtime compensation is authorized by the President of the University, a copy of the authorization, certified as to availability of funds by the Treasurer of the University, will be forwarded to the Division of Personnel and an additional copy forwarded for the Comptroller.

8. Appointment of professional staff by the President of the University for extra service and compensation in addition to their regular duties, will be processed the same as regular temporary appointments.

9. Existing personnel procedures will be continued for permanent positions in the non-professional staff.

10. The University's payrolls will provide the Comptroller with all necessary information pertaining to salaries and wages paid from funds appropriated in subsidiary account -03, Services, Non-Employees. No other appointment papers in this category will be processed except as specified above.

7/26/56

THE UNIVERSITY OF MASSACHUSETTS

Personnel Policy

In accordance with the provisions of Section 13 of Chapter 75 of the General Laws, as most recently amended, the following personnel policies shall govern the operation of the University of Massachusetts.

1. The President is hereby authorized to act for and in the name of the Board of Trustees in carrying out the provisions of Section 13 of Chapter 75 of the General Laws as amended, provided that all appointments shall be in accordance with the provisions of Article VIII of the By-Laws of the Board of Trustees and provided further that the President may create within the limits of funds available such temporary and part-time positions as may be necessary for the proper operation of the University.

2. All recommendations to the President for appointment shall be certified through the appropriate administrative officers of the University.

3. All appointments shall be at the minimum of the salary schedule as authorized by the General Laws and appropriations for the position in question except as herein provided:

a. When a qualified candidate for the position cannot be found at the minimum salary for that position after a broad and comprehensive search has been made, the appropriate administrative officers of the University shall certify to the President as follows:

> "In accordance with the provisions of Section 13 of Chapter 75 of the General Laws as amended, I hereby certify that _____(name of candidate)_____ is qualified by previous experience for a starting salary of _____(amount)_____ dollars per annum, for appointment as _____(title of position)_____ for the _____(academic or calendar)_____ year."

b. Upon receiving such a certification and otherwise approving the appointment, the President may make the appointment at a salary rate above the minimum but not exceeding the maximum established by the salary schedule for the position in question, provided funds are available.

c. In making an appointment at a salary rate above the minimum, the President may make as a condition of such appointment that the person will not be entitled to further annual increments in salary until such time as the individual may be recommended by the appropriate administrative officers of the University on the basis of meritorious service.

4. Upon recommendation of the appropriate administrative officers of the University, the President may grant additional increments in the salary schedule to which a person would subsequently be entitled in recognition of meritorious service and accomplishment, such increase to be effective as approved by the President. In granting such increase the President may make as a condition that subsequent increments will be made on the basis of continued meritorious service.

5. Except as provided in paragraph 3c and paragraph 4 of this policy statement, all persons employed as of August 1, 1956, shall be entitled to the annual step-rate increase or increment in salary, unless the appropriate administrative officers of the University recommend the increment be withheld for cause, in which case the President shall notify the person involved and afford him an opportunity to be heard. If the President withholds the increment from an individual, after having heard the appropriate administrative officers of the University and the individual, he shall notify him of his rights under the General laws.

6. Whenever a member of the professional staff is employed from state funds for service in the summer sessions, or other periods outside the session-periods of the normal academic year, he shall be compensated at the same rate of pay as he receives during the academic year. All such appointments shall be made by the President in the same manner as regular appointments.

7. Payment for overtime shall be in accordance with the General Laws and the Rules and Regulations of the Commission on Administration and Finance. Authorization to incur overtime for officers and professional staff shall be approved by the President or an officer of the University that he may designate.

8. The Tenure Policy contained in the By-Laws of the Board of Trustees shall continue in force. Tenure for veterans is provided for in the General Laws.

9. Nothing contained in this Statement of Personnel Policy shall in any way alter the existing By-Laws of the Board of Trustees.

OMMITTEE

UNIVERSITY OF MASSACHUSETTS

MINUTES OF MEETING OF TRUSTEE COMMITTEE ON FINANCE

September 7, 1956, 11:30 a.m., Dining Commons, University of Massachusetts, Amherst

Chairman Haigis presiding

PRESENT: Trustees Bartlett, Brett, Cashin, Haigis, Taber, Whitmore, President Mather, Treasurer Johnson, Secretary Burke

Stock

Chairman Haigis reported that the Treasurer, after consultation with members of the committee and with the approval of the Chairman, had sold 200 shares of Alcoa stock on August 2, 1956 at a profit of $22,382.01 and the committee

VOTED: To ratify and confirm this sale.

The committee discussed the matter of employment of investment counsel and inspected proposals submitted by various brokers. After discussion, it was

VOTED: To adjourn the meeting until October.

The meeting was adjourned at 12:30 p.m.

Secretary

UNIVERSITY OF MASSACHUSETTS

MINUTES OF MEETING OF TRUSTEE COMMITTEE ON BUILDINGS AND GROUNDS

COMMITTEE

September 7, 1956, 10:30 a.m., Dining Commons, University of Massachusetts, Amherst

Chairman Whitmore presiding

PRESENT: Trustees Bartlett, Brett, Haigis, Taber, Whitmore, President Mather, Treasurer Johnson, Secretary Burke

Chemistry Laboratory

The committee examined final plans for the addition to the Chemistry Building as prepared by Appleton and Stearns of Boston and

VOTED: To recommend that these plans be approved by the Board of Trustees.

Science Center

The committee then examined preliminary plans for the Science Center as prepared by James H. Ritchie Associates of Boston. After discussion it was

VOTED: To recommend that the Trustees approve the plans as presented.

The committee also voted to request the Treasurer to obtain from Mr. Ritchie a set of elevations showing the building as it would appear from the center of the campus - it being understood that Mr. Ritchie is not to proceed with final plans for the Science Center until the Trustees have approved the exterior of the building after seeing these elevations.

Steam Lines

Treasurer Johnson reported that the Hartwell Company of Providence, Rhode Island completed all work under contract #1 project U-702 for steam extension as of August 9, 1956. He said that the work has been inspected and approved by Mr. David, the Chief Engineer. It was

VOTED: To recommend that the Trustees approve contract #1 project U-702 by the Hartwell Company as completed August 9, 1956.

OMMITTEE

Electric Lines

The Treasurer reported that contract #2 project U-702 for electrical extension by M. L. Schmidt Company of Springfield was also completed August 9, 1956 and has been approved by Mr. David, the Chief Engineer. It was

VOTED: To recommend that the Trustees approve contract #2 project U-702 by the M. L. Schmidt Company as completed August 9, 1956.

The President and Treasurer presented sketches prepared by Shurcliff and Shurcliff of Boston showing a proposed plan for the development of fraternity and sorority plots near Eastman Lane. The committee indicated that it felt the proposed sketches were satisfactory and noted the sketch as a report of progress.

Athletic Facilities

The President and Treasurer showed sketches of a proposed development of athletic facilities to the west of the present athletic area. These sketches were prepared by the Landscape Architecture Department of the University in conformity with plans of Shurcliff and Shurcliff. Sheet #1 of the proposed sketches showed a complete layout for future years of athletic fields, buildings and stadium. Sheet #2 showed immediately needed athletic fields. After discussion, it was

VOTED: To recommend that the Trustees approve the layout in sheet #2 of sketches prepared by the Landscape Architecture Department dated August 1956.

Metawampe

The committee examined sketches of the statue of Metawampe and recommended that the Trustees approve location of this statue in front of South College - expenses to be borne

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from funds given by the class of 1956.

The meeting was adjourned at 11:30 a.m.

COMMITTEE

J. W. Burke Secretary

OMMITTEE

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MINUTES OF MEETING OF COMMITTEE ON RECOGNIZED STUDENT ACTIVITIES

December 1, 1956, 10:30 a.m., Dining Commons, Univ. of Mass.

Chairman Crowley presiding

PRESENT: Trustees Boyden, Brown, Miss Buxton, Crowley, Taber, President Mather, Provost McCune, Treasurer Johnson, Secretary Burke and the following members of the Executive Committee of the University Athletic Council: Allan, E. E. Anderson, Donohue, Hackamack, McGuirk

Chairman Crowley called on President Mather for an introductory statement. The President said that the meeting was an informal workshop session to discuss various situations and conditions which bear on the athletic policy of the University. University policy is not a matter for final determination by committees of the University but rather is the prerogative of the administration and the Board of Trustees. Therefore, this meeting should not be considered as a precedent by any campus group or committee for direct approach to Trustees on general policy matters. The President said that he recognized the right of persons to appeal individual problems or grievances to the Trustees, but at the same time everyone must recognize that individuals are not free to approach Trustees on matters of general policy, except through the administration.

On the other hand, President Mather said, no previous administration of the University has taken a positive policy position on the subject of intercollegiate athletics. He said the time has come to develop a policy that will be widely recognized throughout the campus community. He is convinced that at the

present time there is an overt and covert attitude of apathy toward athletics on the part of many faculty members. To offset this apathy he is interested in developing a sound policy statement of support for intercollegiate athletics. He intends to prepare and take this policy statement to the full Board of Trustees and also to announce this policy to the faculty.

The committee reviewed the intercollegiate athletic history of the University, past football records, the Yankee Conference, publicity, managerial situation, scholarships, and the concession program. Various means were considered for strengthening the athletic program. President Mather said that he has no intention of lowering entrance requirements or graduation requirements especially in view of the tremendous pressures which exist and will continue to exist for admission to the University. This being the case, he said the problem of developing better teams reduces itself to a problem of economics. He does not object to grants-in-aid openly given by or through the University as compensation for the time which young men give to the athletic program. Such grants are given by most colleges in recognition of the fact that needy students do not have time to work, study, and play football as a competitive "spectator" sport.

Chairman Crowley said that he feels the University can uphold its academic requirements and still field good teams. Professor McGuirk agreed that there is no need for lowering academic requirements but urged that means be found for providing a better program for scholarships.

Dr. Boyden said that there is no question of the value and place of athletics in a University program and that proper

finances are an important corollary. He said that it is possible to have high academic standards and good teams. He would not like to see the present high standards reduced. He urged the importance of developing a strong intramural program as a means of developing good athletes. Such program is possible only if funds are available for good intramural coaching. He raised question as to whether the freshman and sophomore program may be out of balance in difficulty with the last two years. He suggested more attention to a tutorial program to cut down losses before graduation.

There was discussion of the use of vending machine income for athletic scholarships and it was

Vending Machines

VOTED: To recommend that the Trustees authorize the following distribution of commissions from vending machines located in dormitories:

To the Dormitory Social Fund
(administered through the RSO committee)

5% of first $10,000 of net profits from commissions
8% of next $7,000 of net profits from commissions
10% on all net profits over $17,000 from commissions

The balance to accrue to the University Athletic Council for the purpose of scholarship aid.

President Mather gave the following summary of the meeting. Since the meeting was in the nature of a workshop no publicity will be given to the discussions. The administration will prepare a policy statement in cooperation with the Athletic Department for submission to the Trustees. This will be mailed to the Board in December for their consideration and action at the January meeting. If the Board adopts a statement, such statement will then be published. The administration will follow up

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further by preparing detailed statement of administrative specifics for publication in the University Bulletin.

The meeting was adjourned at 2:45 p.m.

J W Burke Secretary

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MINUTES OF MEETING OF TRUSTEE COMMITTEE ON BUILDINGS AND GROUNDS

December 12, 1956, 10:30 a.m., President's Office, Univ. of Mass., Amherst

Chairman Whitmore presiding

PRESENT: Trustees Brett, Taber, Whitmore, President Mather, Treasurer Johnson, Secretary Burke and by invitation of the committee Mr. Sidney Shurcliff, Messrs. Otto and Procopio from the Department of Landscape Architecture and Mr. Brehm, Superintendent of Buildings and Grounds

Master Plan

Mr. Shurcliff presented the Master Plan of the University as developed to date. After his presentation, Chairman Whitmore called on all those present to express their views concerning the plan. President Mather and Treasurer Johnson said that the plan was very well adapted to the needs of the University and that in developing the plan, Mr. Shurcliff had consulted constantly with deans and department heads so that the plan represents the views of everyone on campus concerned in campus development.

Professor Otto said that he is very much pleased with the area locations, with the location of buildings and with the provision of handling of traffic. In his view the whole plan is excellent. Mr. Brehm said there is good provision for handling extension of utilities. Mr. Procopio said that the timing called for in the plan is well thought out in that no old facility will be destroyed before its replacement is provided.

Trustees Brett and Taber seriously questioned the suggested relocation of the north-south road now running through

the heart of the campus. They agreed that the present road should be discontinued as a through way, even though a local through way, but objected that the proposed relocation of this road will still leave 1500 students living in dormitories on the east side of the road and having to walk to classes and other college activities on the west side of the road. After further discussion, it was

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VOTED: To recommend that the Trustees approve and accept the Master Plan as proposed by Mr. Shurcliff with the understanding that further study will be given the relocation of the north-south road through campus.

Sororities and Fraternities

The committee discussed with Mr. Shurcliff the area to be set aside for fraternity and sorority development. In general this area is located along the north east boundaries of the University property near Eastman Lane. It was

VOTED: To recommend that the Trustees offer lots for sale to fraternities and sororities in the area near Eastman Lane as shown on the Master Plan subject to terms and conditions to be established by the Board of Trustees.

The committee discussed possible provisions to be included in the deeds of sale but felt that final actions on these provisions should be deferred until legal counsel has had opportunity to consider such provisions.

The committee visited Machmer Hall, the new Classroom Building, and after inspection

Machmer Hall

VOTED: To recommend that the Trustees accept Machmer Hall as completed October 3, 1956 as Mass. State Project U-701, M. J. Walsh and Sons, Contractor, acceptance to be subject to the completion of certain minor items to the satisfaction of Treasurer Johnson.

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The committee visited the Student Union Building and inspected progress. Locations were considered for the following new buildings:

1. School of Education
2. ROTC Building
3. General Maintenance Building
4. Dormitory #15
5. Faculty-Married Student Housing

It was

VOTED: To recommend that the Trustees approve the following locations for new buildings as indicated: — Building Program

School of Education on the former Montague property along North Pleasant Street on the north edge of the University property.

The ROTC Building to the west of the Liberal Arts Annex.

The General Maintenance Building north west of the Power Plant.

Dormitory #15 back of Fernald Hall - subject to reconsideration if borings prove this site to be unsatisfactory.

The Faculty-Married Student Housing on the soccer area along Lincoln Avenue.

Parking needs of the campus were reviewed by the committee with Mr. Shurcliff and it was

VOTED: To recommend that the Trustees approve the location of a new parking area to the west of Hasbrouck Hall. — Parking Area

Treasurer Johnson reported that the University has received approval from all state officials concerned for the removal of North College and as of today has received written approval from the Commission on Administration and Finance. It was

VOTED: To recommend that the Trustees authorize the removal of North College at an early date. — North College

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The Treasurer reported that there is a plaque on the exterior wall of North College marking the site of the establishment of Phi Sigma Kappa fraternity. The Phi Sigma Kappa group would like to save this plaque and arrange its replacement on the present site after North College is removed. The committee indicated its approval of the general idea and requested that the matter be brought before it after definite plans for a suitable marker have been formulated.

Welcome, Frank T. Welcome

Mr. Johnson reported that Mr. Frank T. Welcome of Fearing Street has expressed concern over the fact that the University owns a 20-foot strip which leads from Fearing Street into the University grounds within 2 feet of Mr. Welcome's house. The University has made no use of this strip but Mr. Welcome is concerned over future developments. He has offered to purchase a 20-foot strip from his neighbor and to convey this strip to the University in exchange for the strip beside his house. After discussion, it was

VOTED: To table this proposal.

The meeting was adjourned at 4:30 p.m.

J. W. Buck Secretary

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MINUTES OF MEETING OF COMMITTEE ON AGRICULTURE

December 17, 1956, 11:00 a.m., Stockbridge Hall, U of M, Amherst

Chairman Brown presiding

PRESENT: Trustees Brett, Brown, Hawes, President Mather, Treasurer Johnson, Secretary Burke and by invitation of the committee Messrs. Sieling, Jeffrey, Dayton and Allan of the College of Agriculture

President Mather called attention to the duplicated statement entitled "Twenty-Plus Questions" by Dr. John A. Hannah, President of Michigan State University. He said this statement points up the importance of maintaining a strong agricultural program especially in a situation such as ours where the University is the only institution in the State concerned with higher education in Agriculture.

U. S. Department of Agriculture

The committee then discussed the differences between the existing memorandum of understanding between the University and the U. S. Department of Agriculture on the subject of conduct of extension work and the proposed revision of this memo. Dean Sieling pointed out that the extension program in Massachusetts was well started before the Federal Extension Service was established. Furthermore, the county Boards of Trustees were established to carry on extension work on a local level in cooperation with the State University. Because of this early establishment and tradition of local autonomy, Massachusetts has retained a system for many years which differs from that in most states. Under the existing memorandum of understanding, our local autonomy is recognized.

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The new memorandum of understanding proposed by the U. S. Department of Agriculture would make the Massachusetts extension program subject to Federal control in all its aspects. Present State employees who receive some funds from Federal sources would be considered as Federal employees and would lose such rights as state retirement, state insurance and other privileges. Therefore, a counter proposal has been drawn up and this is offered for consideration by the Trustee Committee on Agriculture and Horticulture.

The committee considered the proposed memorandum of understanding as modified by the College of Agriculture and agreed with its general purpose. However, the committee suggested some modification which would point out the dates of the establishment of the county extension service organizations and which will spell out clearly the fact that extension service employees in Massachusetts would continue to be State employees. After discussion, it was

Memorandum of Understanding

VOTED: To recommend that the Board of Trustees approve the proposed memorandum of understanding between the University of Massachusetts and the U. S. Department of Agriculture on cooperative extension work in Agriculture and Home Economics as modified by the College of Agriculture and as amended by the committee with the understanding that the document is subject to legal review before approval by the full Board of Trustees

Dean Sieling and Associate Dean Dayton reported on the use of new Federal funds in the present and proposed research and extension programs. Copies of these reports are attached. Trustee Hawes suggested that there is a need for more cost studies as a buide for producers of various agricultural products. Trustee Brett supported Mr. Hawes view and urged the need for more

agricultural studies on an industry-wide basis.

The committee also questioned the proposed establishment of a position of Home Demonstration Agent at Large to work with families in Boston and Suffolk County.

On the recommendation of Dean Sieling and President Mather, the committee

Research and Production Service Department

VOTED: To recommend that the Trustees name the service department of the College of Agriculture the "Research and Production Service Department" and name the person in charge of this department "Head of the Department of Research and Production Service" with the rank of Associate Professor "A" effective February 1, 1957.

The committee considered proposed gift of the Henry E. Warren farm in Ashland, Massachusetts. Trustee Brown, President Mather and Dean Sieling visited this farm on November 24, 1956. As a result of this visit, these men believe that the Warren farm would not be suitable for use by the University. After discussion, it was

Henry E. Warren Farm

VOTED: To recommend that the Trustees not accept the proposed gift of the Henry E. Warren farm in Ashland, Massachusetts, and to convey to Mr. Warren their appreciation of his offer.

Appleton Farms

Trustee Brown reported that in June of 1956 Mr. Francis R. Appleton, Jr., owner of the Appleton Farms in Ipswich, Massachusetts, offered these farms to the University. Mr. Brown, President Mather and Dean Sieling visited the Appleton Farms on November 23, 1956 and believe that the University should seriously consider the acquisition of this property. The farm is located at the Ipswich-Hamilton line and consists of 1,000 acres of pasture, woods and cultivated land. There are several houses on the property. Two of the houses are quite large and of considerable

value. The other buildings are in good repair. The Appletons have offered to establish an endowment for the maintenance or partial maintenance of the farm. After discussion, it was

COMMITTEE

VOTED: To recommend that the Trustees approve the continuation of negotiations with Mr. Francis R. Appleton, Jr. to determine what arrangements he wishes to make relative to his proposal to give the Appleton Farms to the University and to establish a trust fund for their maintenance.

Mastitis

Dean Sieling reported that since 1947 the University has operated a mastitis control program. A fee of 25 cents per sample has been charged. Over the past several years the number of tests has been decreasing with the result that only a very few private herd owners have taken advantage of this service in the last two years.

Dean Sieling said that in his opinion an unhealthy situation has developed in that farmers are attempting to treat mastitis or suspected mastitis on their own and are using penicillin in sufficient amount to affect persons who are allergic to penicillin. Trustee Hawes joined with Dean Sieling in proposing that the 25 cent fee be eliminated so that farmers will be encouraged to use the testing service maintained by the University. After discussion, the committee

VOTED: To recommend that the Trustees authorize elimination of the 25 cent per sample fee for mastitis testing effective February 1, 1957.

Land

The committee discussed land needs of the College of Agriculture. President Mather reported that the Ways and Means Committee of the Legislature is now favorably disposed to the

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purchase of the land recommended for acquisition by the College of Agriculture a year ago. He made strong effort to gain favorable consideration of a budget item for land purchase last year but other needs had greater priority in the minds of members of the Legislature. This year he feels that the Legislature will approve the item for land acquisition. After discussion, it was

VOTED: To table discussion of the land purchase program.

Dairy Cattle Certification Service

Dean Sieling said that because of the salary increases for State employees voted by the last Legislature, it will be necessary to raise the price for the dairy cattle certification service. This program has always been operated on a self-supporting basis and he believes that it is best to continue to operate this program without State subsidy. After discussion, the committee

VOTED: To recommend that the Board of Trustees approve the following rates effective February 1, 1957.

Advanced Registry

Up to 12 cows 3X or Up to 18 cows 2X		13 to 16 cows 3X or 19 to 24 cows 2X	
1 string	$30.00		$35.00
Additional strings	27.00		32.00

Herd Improvement Registry

Up to 20 cows 3X or Up to 30 cows 2X		21 to 30 cows 3X or 31 to 45 cows 2X	
1 string	$20.50		$25.50
Additional strings	17.50		22.50

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Brucellosis

Dean Sieling reported that Mr. Hawes, in his capacity as Commissioner of Agriculture, has requested the use of certain space in the old Waltham Field Station building for the testing of cattle for brucellosis. By law his department is charged with the obligation of testing for brucellosis. After discussion, it was

Cattle Testing

U. S. Department of Agriculture

VOTED: To recommend that the Trustees authorize the setting up of a memorandum of agreement between the University of Massachusetts and the State Department of Agriculture relative to use of space at the Waltham Field Station by the Department of Agriculture for the brucellosis testing program.

Exchange of Students

President Mather recalled that the Board of Trustees has agreed in principle on the exchange of students among the land-grant colleges in New England for the purpose of eliminating expensive duplication of certain course work. Recently the College of Agriculture of the University of Maine has requested that an agreement be made whereby students in Food Technology at the University of Maine complete two years there and then transfer to the University of Massachusetts for the last two years. In exchange Maine would accept University of Massachusetts students who wish to complete their last two years at the University of Maine majoring in Agricultural Engineering.

Agricultural Engineering

Food Technology

The committee agreed that the exchange of students in this manner would be in the interests of economy and efficiency and

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VOTED: To recommend that the Board of Trustees approve the establishment of a memorandum of agreement between the Trustees of the University of Maine and the Trustees of the University of Massachusetts setting up a reciprocal arrangement for the training of students in Food Technology at the University of Massachusetts and the training of students in Agricultural Engineering at the University of Maine wherein the first two years of training would be completed at the home institution of the student and the final two years at the institution in the other state with tuition to be charged at the in-state rate.

Howland, Weston

Dean Sieling reported gift of 11 Jersey cows from Mr. Weston Howland of Milton, Massachusetts. The cattle are from his farm in Brattleboro, Vermont.

The meeting was adjourned at 3:25 p.m.

Secretary

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COMMITTEE

To be modified in accordance with suggestions by the Trustee Committee on Agriculture

MEMORANDUM OF UNDERSTANDING BETWEEN THE UNIVERSITY OF MASSACHUSETTS AND THE UNITED STATES DEPARTMENT OF AGRICULTURE ON COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

Whereas the University of Massachusetts has under its control Federal and State funds for extension work in agriculture, home economics, and related subjects which are and may be supplemented by funds contributed for similar purposes by counties and other organizations and individuals within said State, and the United States Department of Agriculture has funds appropriated directly to it by Congress which can be spent for extension work in the State of Massachusetts, and

Whereas the Commonwealth of Massachusetts established an Extension Service at the Massachusetts Agricultural College under a Director of Extension in 1909, and

Whereas the Smith-Lever Act establishing Cooperative Extension Work on a nation-wide basis was accepted both in funds and in purpose by the General Court of the Commonwealth of Massachusetts under an Act of Acceptance approved June 29, 1914, and

Whereas certain County Extension Services were established in Massachusetts under Chapter 128 of the General Laws of the Commonwealth, and

Whereas certain other counties in Massachusetts were authorized to conduct Extension programs under Chapter 74 of the General Laws of the Commonwealth;

Therefore, with a view to securing economy and efficiency in the conduct of extension work in the State of Massachusetts the President of the University of Massachusetts acting subject to the approval of the Board of Trustees of the said University of Massachusetts and the Secretary of Agriculture of the United States, hereby execute the following Memorandum of Understanding with reference to cooperative relations between said University of Massachusetts and the United States Department of Agriculture for the organization and conduct of extension work in agriculture and home economics in the State of Massachusetts.

I. The University of Massachusetts agrees:

(a) To organize and maintain at said institution a definite and distinct administrative division for the management and conduct of all cooperative extension work in agriculture and home economics, with a Director selected by the institution and satisfactory to the Department.

(b) To administer through such division thus organized, known as the Cooperative Extension Service, any and all funds it has or may hereafter receive for such work from appropriations made by Congress or the State Legislature, by allotment from its Board of Trustees or from any other sources;

(c) To accept the responsibility for conducting all educational work in the fields of agriculture and home economics and subjects related thereto as authorized by the Smith-Lever Act as amended and other Acts supporting cooperative extension work, and such phases of other programs of the Department as are primarily educational, which the Department has been authorized to carry on within the State.

II. The United States Department of Agriculture agrees:

(a) To maintain in the Department a Federal Extension Service which, under the direction of the Secretary, (1) shall be charged with the administration of the Smith-Lever Act as amended and other Acts supporting cooperative extension work insofar as such administration is vested in the Department; (2) shall have primary responsibility for and leadership in all educational programs under the jurisdiction of the Department (except the graduate school); (3) shall be responsible for coordination of all educational phases of other programs of the Department, except the graduate school; and (4) shall act as the liaison between the Department and officials of the Land-Grant Colleges and Universities on all matters relating to cooperative extension work in agriculture and home economics and educational activities relating thereto.

(b) To conduct through the University of Massachusetts all extension work in agriculture and home economics and subjects relating thereto authorized by Congress to be carried on within the State except those activities which by mutual agreement it is determined can most appropriately and effectively be carried out directly by the Department.

III. The University of Massachusetts and the United States Department of Agriculture mutually agree:

(a) That subject to the approval of the President of the University of Massachusetts and the Secretary of Agriculture, or their duly appointed representatives, all cooperative extension work in agriculture and home economics in the State of Massachusetts involving the use of Federal funds shall be planned under the joint supervision of the Director of the Cooperative Extension Service of Massachusetts and the Administrator of the Federal Extension Service; and that approved plans for such cooperative extension work in the State of Massachusetts shall be carried out through the Cooperative Extension Service of the University of Massachusetts in accordance with the terms of individual project agreements.

(b) That all State and County personnel employed by the University of Massachusetts and the County Extension Service Trustees who are also granted appointments by the Department as cooperative agents for extension work in agriculture, home economics, and related subjects shall be joint representatives of the University of Massachusetts and the United States Department of Agriculture, unless otherwise expressly provided in the project agreement. Such personnel shall be deemed governed by the requirements of Federal Civil Service Rule No. IV relating to political activity.

(c) That the cooperation between the University of Massachusetts and the United States Department of Agriculture shall be plainly set forth in all publications or other printed matter issued and used in connection with said cooperative extension work by either the University of Massachusetts or the United States Department of Agriculture.

(d) That annual plans of work for the use of Smith-Lever and other Federal funds in support of cooperative extension work shall be made by the Cooperative Extension Service of the State of Massachusetts and shall be subject to the approval of the Secretary of Agriculture in accordance with the terms of the Smith-Lever Act as amended or other applicable laws, and when so approved shall be carried out by the Cooperative Extension Service of the said State of Massachusetts.

IV. The University of Massachusetts and the United States Department of Agriculture further mutually agree:

(a) That the Department of Agriculture shall make final determination on any proposed supplementary memoranda of understanding or similar documents, including those with other agencies, affecting the conduct of cooperative extension work after consultation with appropriate designated representatives of the Land-Grant Colleges and Universities, and that such supplementary memoranda of understanding or similar documents shall be activated in the State of Massachusetts only with the mutual agreement and consent of the Director of the Extension Service.

(b) That the University of Massachusetts will make arrangements affecting the conduct of cooperative extension work with agencies of the Department, or with other Federal agencies, only through the Administrator of the Federal Extension Service, or in accordance with an existing general agreement which has been approved by him.

(c) That all memoranda and similar documents hereafter executed affecting cooperative extension work, whether between agencies of the Department or between State Cooperative Extension Services and agencies of the Department, shall be within the framework of, and consistent with the intent and purpose of, this Memorandum of Understanding.

(d) That all memoranda and agreements affecting policies in cooperative extension work shall be reviewed periodically by appropriately designated representatives of the Land-Grant Colleges and Universities and the Secretary of Agriculture for the purpose of determining whether modification is necessary or desirable to meet more effectively current developments and program needs.

V. This memorandum shall take effect when it is approved by the President of the University of Massachusetts and the Secretary of Agriculture of the United States, and shall remain in force until it is expressly abrogated in writing by either one of the signers or his successor in office. The agreement executed June 29, 1914 shall be deemed abrogated upon the effective date hereof.

UNIVERSITY OF MASSACHUSETTS

DATE_____ BY_____
President

UNITED STATES DEPARTMENT OF AGRICULTURE

DATE_____ BY_____
Secretary

TRENDS IN EXTENSION PROGRAMS AND USE OF ADDITIONAL FEDERAL APPROPRIATIONS

During the past three years, we have received $115,245 additional appropriations from federal sources for the support of Extension work at the University of Massachusetts. These funds have been used to strengthen educational programs of the University among the people of the Commonwealth on the following specific problems.

1. To Extend Services in Agriculture and Home Economics to a Larger Segment of the Population in Massachusetts.

   Programs in Home Economics, Home Horticulture and 4-H Youth have application to a high percentage of Massachusetts families which have not been reached in the past. A new program in Family Economics presents the business knowledge needed by the average homemaker in handling credit problems, such as installment buying, mortgages, etc., along with insurance, savings and large purchases. Programs in Home Horticulture developed rapidly. Home Economics is serving a few industrial groups and is giving large numbers of consumers information in wise selection of foods and fabrics. Suburban 4-H Clubs are being organized.

2. Agricultural Marketing.

   Marketing, and distribution of agricultural products, is regarded as being one of the great problems of agriculture and of consumers. These problems involve producers, handlers, processors, wholesalers and consumers. Some federal funds are specifically earmarked for this purpose. Additional funds are being used to hire a staff to carry on marketing education activities and to reach the various groups concerned.

3. Farm and Family Business Management.

   Managing a farm involves highly complicated business decisions. Farm family financial problems are closely related to the farm itself. Educational programs designed to help the members of a farm family to make wise business decisions have been strengthened. So far, education of this character has demanded work with small groups and with individual families.

4. Understanding Public Policies.

   Off-farm situations and government programs are increasingly important to the welfare of the individual. Increasing emphasis has been given to educational programs in order that the people concerned may better understand these influences and policies.

Of the additional federal appropriations which have become available since 1953, $59,384 have been allocated directly to County Extension Services. These County Extension Services have established 12 new positions with these funds. Certain supporting services, such as travel, supplies and equipment, have also been provided to the counties concerned. Ten new positions in the Extension Service of the University of Massachusetts have been established in order to give leadership to the programs just discussed.

Further proposals that will make programs of the University available to the citizens of the Commonwealth are as follows:

1. A position of Home Demonstration Agent-at-Large be established to work with families in Boston and Suffolk County.

2. A position of Food Engineer be established to work in the field of Agricultural Marketing.

3. Two instructorships -- one in Marketing and one in Agricultural Economics.

4. A Senior Clerk and Stenographer position to give secretarial support to the positions requested above.

EXPANDED AGRICULTURAL RESEARCH PROGRAM 1956-1957

Dale H. Sieling, Director

Number	Department	Title	Amount
*1.	Agr. Econ.	Profitability of Irrigation on Representative Farms. NE-33 ECON. OF IRRIGATION	$3,800.
2.	Agr. Eng.	Mechanization of the Cranberry Industry.	8,512.
*3.	Entomology	Pesticide Residues on or in Agricultural Products. NE-36 PESTICIDE RESIDUES	4,000.
4.	Entomology	Use of Insecticides to Prevent Borer Damage to Unseasoned Logs.	1,200.
5.	Forestry	Influence of Soil Conditions on Growth of Forest Stands. Part 1 - Red Pine	3,600.
6.	Forestry	Animal Damage to Agricultural Crops in Massachusetts.	2,620.
*7.	Olericulture	The Relation of Some Environmental Factors and Chloro IPC Applications to the Growth of Onions. NE-12 WEED CONTROL	2,900.
*8.	Olericulture	Breeding Quality Sweet Corn for the Early Market. NE-32 SWEET CORN BREEDING	3,000.
*9.	Shade Tree	The Nature and Development of Tree Wilt Diseases. NE-25 FOREST DISEASES	3,500.
10.	Vet Science	Pullorum Disease Studies	3,120.
*11.	Cranberry	Climatology and Northeastern Agriculture. NE-35 CLIMATOLOGY	2,100.
*12.	Agr. Econ.	Marketing Costs Associated with Curtailment or Expansion in Consumer Services. NEM-17 CONSUMER SERVICES	8,750.
*13.	Food Tech.	The Effect of Handling, Processing and Chemical Treatment on the Shelf Life and Quality of Fresh Vegetables. NEM-18. MARKETING FRESH & PROCESSED VEGETABLES.	5,400.
14.	Cranberry	The Value of Refrigeration in Marketing Fresh Cranberries.	900.
15.	Vet Science	Infectious Synovitis in Chickens and Turkeys.	4,770.
16.	Dairy & An. Science	Effect of Processing on the Characteristics of the Dairy Product 'Half and Half'.	3,260.
			$61,432.

*Regional Projects.

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MINUTES OF MEETING OF TRUSTEE COMMITTEE ON
FACULTY AND PROGRAM OF STUDY

January 10, 1957, 11:00 a.m., Hotel Statler, Boston, Mass.

Chairman Boyden presiding

PRESENT: Trustees Boyden, Bartlett, Miss Buxton, Crowley, Desmond, President Mather, Treasurer Johnson, Secretary Burke

Upon the recommendation of the President and the University Committee on Course of Study, it was

VOTED: To recommend that the Trustees approve the following new undergraduate courses:

New Courses

CHEMICAL ENGINEERING 83 Survey of Nuclear Engineering. An introduction to the principles of nuclear physics and a survey of problems involved in the design and operation of nuclear reactors. Among the topics to be considered are heat transfer, shielding, metallurgy, controls, waste disposal and health physics.
3 class hours Credit 3
Prerequisites, Chemistry 1, 2; Physics 25, 26; Mathematics 29, 30 or equivalent, and permission of the instructor.

CIVIL ENGINEERING 63 (I) Testing of Materials. A laboratory course for Mechanical Engineering students which includes some of the more advanced aspects of materials testing. Such topics as torsion testing, the strain gage rosette, photo-elasticity, and dynamic testing are covered.
1 3-hour laboratory Credit 1
Prerequisite, Civil Engineering 51 or 53

Upon the recommendation of the President and the Graduate School Council, it was

VOTED: To recommend that the Trustees approve the following new graduate courses:

EDUCATION 201 Field Studies in Education. Practice in the application of educational theory and technique in the public schools in such fields as supervision, administration and audio-visual organization. The student will prepare a comprehensive written report of his practice, experience and problems. A student

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cannot offer both Education 200 and 201 for the Master's Degree.
Prerequisite, Education 291, and Education 85 or one year's teaching experience. Credit 4
The Staff

EDUCATION 257 Children's Literature. A study of the basic types and foremost works in the literature for children. Attention given to different interest and vocabulary levels and to the criteria for selection of lists for individual children.
Prerequisite, Education 161 Credit 2-3
Mrs. Trumbull

EDUCATION 258 Implementing the Elementary School Program. An advanced course in curriculum design and classroom organization. It includes practices in planning, presenting, and evaluating programs involving integration of skills and activities for the various grade levels.
Prerequisite, Education 160, and teaching experience. Credit 2-3
Miss O'Leary

EDUCATION 268 Administration of Audio-Visual Services. An advanced course designed to prepare audio-visual coordinators, directors and supervisors in the operation of an audio-visual service. Problems to be discussed include: teacher training, selection of materials and equipment, storage, cataloging, distribution, maintenance and financial support.
Prerequisite, Education 166 Credit 2-3
Mr. Wyman

EDUCATION 284 The Junior High School. The history of the Junior High School movement; the philosophy, aims and functions of a junior high school. Consideration will be given to the instructional program, including methods of instruction, the role of the basic skills, guidance, organization, extra curricular activities, and an examination and evaluation of current trends in Junior High School education.
Prerequisites, Education 164 or 183 Credit 2-3
Mr. Fennell

PSYCHOLOGY 246 Diagnosis and Treatment of Behavior Disorders in Children. The diagnosis and treatment of psychological maladjustments in infancy and childhood. A survey of treatment procedures, resources, and methods used in dealing with behavior and personality problems. Lectures, discussion and case demonstrations.
Prerequisites, Psychology 182, 183, or 235, 194 or 242, 252 and 253. Credit 3

UNIVERSITY OF MASSACHUSETTS

Upon the recommendation of the President and the University Committee on Sabbatical Leaves, it was

Sabbatical Leaves

VOTED: To recommend that the Trustees approve sabbatical leaves for John S. Bailey and Frederick E. Cole as follows:

John S. Bailey

John S. Bailey, Associate Professor of Pomology, for six months at full pay for the period April 1 through September 30, 1957 for the purpose of studying the small fruit industry on the west coast. Professor Bailey plans to make his headquarters at the University of California School of Agriculture at Davis, California.

Frederick E. Cole

Frederick E. Cole, Extension Professor of Marketing, for six months at full pay for the period August 1, 1957 through January 31, 1958 for the purpose of studying new developments in marketing of agricultural products. Professor Cole expects to study marketing activities in at least 20 states.

Joseph D. Burroughs

President Mather reviewed the qualifications of Joseph D. Burroughs whose appointment to the grade of Professor has been recommended by Dean Sieling of the College of Agriculture. The President said that Mr. Burroughs is currently receiving a salary of $8,200 at Cornell University and for this reason it will be necessary to employ him above the minimum. In making this recommendation, it is understood that Mr. Burroughs will be assigned to the staff of the College of Agriculture and the source of funds will be Extension Service. After discussion of the proposed program for Mr. Burroughs and of his qualifications, it was

VOTED: To recommend that the Trustees appoint Joseph D. Burroughs as Extension Professor "A" in Human Relations effective February 1, 1957 at beginning salary of $8,372 which is two steps above the minimum for the grade.

John H. Dittfach

The committee discussed the qualifications of John H. Dittfach who is recommended by the Dean of Engineering for promotion from Associate Professor to Professor of Mechanical Engineering. After discussion and on the recommendation of the President,

it was

COMMITTEE

VOTED: To recommend that the Trustees promote John H. Dittfach from Associate Professor to Professor of Mechanical Engineering effective February 1, 1957 at annual salary of $7,748.

President Mather said that Professors Cary and Caldwell of the History Department have taken turns in the position of Head of Department of History and after a three-year period with Professor Cary as Head, they would like to reverse their positions for a time. Accordingly, it was

Theodore C. Caldwell

VOTED: To recommend that the Trustees approve the promotion of Theodore C. Caldwell from Professor to Head of the Department of History effective November 1, 1956 at annual salary of $8,680 subject to upward revision under the Attorney General ruling relative to application of the Barrington Report to salary schedules.

The Committee also

Harold W. Cary

VOTED: To recommend that the Trustees approve Professor Cary's request to be changed from Head of Department to Professor of History effective November 1, 1956 at annual salary of $8,684.

On the recommendation of President Mather and after discussion, the committee

Milo Kimball

VOTED: To recommend that the Trustees accept the request of Milo Kimball to be shifted from the position of Dean of the School of Business Administration to Professor of Business Administration effective March 1, 1957. It is understood that Mr. Kimball's salary as Dean will continue through the month of February and that he will be paid as Professor at annual rate of $8,372 beginning March 1, 1957.

President Mather presented memorandum from Dean Sieling of the School of Agriculture in which he recommends the establishment of several new positions in the Extension Service from newly available Federal Funds. After discussion, the committee

OMMITTEE

New Positions in Extension Service

VOTED: To recommend that the Trustees authorize establishment of the following new positions with the understanding that all salaries through the fourth step shall be paid from Federal Funds:

1 Professor "A" in the field of Food Engineering, Extension
1 Assistant Professor "A" in Home Economics, Extension, in and around Boston
2 Instructors "A" in Farm Management Agricultural Economics and Marketing programs
1 Senior Clerk and Stenographer to serve the above program.

Army Air Force

President Mather said that the Army ROTC and Air Force ROTC have recently made available flight instruction training programs on a volunteer basis for those students in the programs who desire this additional training. The President said that he would like to have flight training programs available for University of Massachusetts students and that the cost for the training will be borne by the Army and Air Force. After discussion, it was

VOTED: To recommend that the Trustees authorize the University to negotiate contracts with the Army and Air Force for flight training on a voluntary basis for ROTC and AFROTC students who qualify for and desire such training; also to authorize the University to negotiate a sub-contract or sub-contracts with CAA approved flying schools to provide this training.

The meeting was adjourned at 12 o'clock.

Secretary

UNIVERSITY OF MASSACHUSETTS

MINUTES OF MEETING OF TRUSTEE COMMITTEE ON BUILDINGS AND GROUNDS

COMMITTEE

March 19, 1957, 6:00 p.m., Hotel Statler, Boston, Mass.

Chairman Whitmore presiding

PRESENT: Trustees Brett, Haigis, McDermott, Whitmore, President Mather, Treasurer Johnson, Secretary Burke, Architects Larsen, Ross, Shurcliffe

Master Plan

At the request of Chairman Whitmore, Mr. Shurcliffe reviewed refinements and changes in the Master Plan of the University. These changes have grown out of previous consultations with the Trustees and members of the faculty and administration. After review, the committee

VOTED: To recommend that the Trustees approve the Master Plan of the campus as modified by Mr. Shurcliffe as of March 18, 1957.

The committee discussed the location of dormitory #15 and after review with the architects

Dormitory #15

VOTED: To recommend that the Trustees approve the location of dormitory #15 in the area behind Fernald Hall and at the foot of the hill in front of Mills and Brooks dormitories as shown on the revised Master Plan.

With the assistance and advice of the architects, the committee reviewed architects' plans for several new buildings and

VOTED: 1. To request Mr. Louis W. Ross to rework plans for dormitory #15 and to bring them back to the committee at a later date.

Liberal Arts Building

2. To recommend that the Trustees approve final plans for the Liberal Arts Building as prepared by Shepley Bulfinch Richardson and Abbott.

3. To recommend that the Trustees approve final plans for the Library addition as prepared by Ames and Graves. — Goodell Library addition

4. To recommend that the Trustees approve preliminary plans for the Maintenance Building as prepared by Maloney and Tessier. — Maintenance Building

5. To accept as a preliminary study the plans for the School of Education Building as prepared by James A. Britton. — School of Education Building

6. To give tentative approval to plans for the Vegetable Gardening Building as prepared by Albert M. Kreider, subject to further negotiations between Treasurer Johnson, Hall Nichols of the Division of Building Construction and the architect. — Vegetable Gardening Building

7. To approve plans for a monument to hold the Phi Sigma Kappa tablet as prepared by Leland Larsen Bradley and Hibbard. — Phi Sigma Kappa tablet

Treasurer Johnson said that the structure to hold the tablet may be erected by the National Society of Phi Sigma Kappa fraternity.

Treasurer Johnson discussed the need for preparing plans for a parking lot and other improvements in the vicinity of the Student Union Building and the Physics Building. The roads in this area need curbing, part of the brook has to be covered and the parking lot has to be laid out. After discussion, it was

VOTED: To recommend that the Trustees appoint the firm of Whitman and Howard of Boston as consultants to prepare plans and specifications for parking lot and other improvements in the vicinity of the Student Union Building and the Physics Building. — Parking Area

The committee considered the University's capital outlay program for the next five years and on recommendation of the President

VOTED: To recommend that the Trustees approve capital outlay projects for the fiscal year 1959 in accordance with the attached list. — Capital Outlay

COMMITTEE

The committee also

VOTED: To recommend that the Trustees authorize the administration to submit capital outlay projects for fiscal 1960, 1961, 1962 and 1963 in a total amount of $28,065,000 with the understanding that the Trustees reverse the right to alter and amend these projects from year to year.

Liberal Arts Building

President Mather and Treasurer Johnson said that the construction of the Liberal Arts building may be delayed because of inability to obtain 20-inch steam pipes. The present steam lines will have to be relocated before this Liberal Arts Building is built and 20-inch pipe is in very short supply. The committee

VOTED: To authorize the Treasurer to convey to the Division of Building Construction the need for speedy action on this project and to urge that means be found for taking care of this steam line problem as rapidly as possible.

The meeting was adjourned at 10:45 p.m.

J. W. Burke Secretary

March 18, 1957

UNIVERSITY OF MASSACHUSETTS

CAPITAL OUTLAY PROGRAM
For the Fiscal Years 1959 - 1963

1959

1.	Science Center - Third Section, including furnishings and equipment and working drawings for fourth section	$1,500,000
2.	Infirmary, including furnishings and equipment	1,040,000
3.	Engineering & Physics Shops, including furnishings and equipment	800,000
4.	Cold Storage Laboratory, including equipment	375,000
5.	Addition to Dining Commons, including furnishings and equipment	360,000
6.	Physical Education Building for Men, including furnishings, equipment and site improvements	2,500,000
7.	Plans for Natural Resources Building	55,000
8.	Poultry Plant Laboratories & Buildings	250,000
	Total	$6,880,000

	1960	
1.	Science Center, including furnishings & equipment	$1,500,000
2.	Natural Resources Building, including furnishings, equipment and site improvements	1,000,000
3.	Addition to Power Plant, including boiler, and utility distribution systems and facilities	750,000
4.	Plans for Addition to Food Technology Building	50,000
5.	Plans for Addition to Physics Building	100,000
6.	Classrooms and Offices, School of Business Administration, including furnishings and equipment	1,200,000
7.	Plans for Animal Science Building	100,000
8.	Plans for Engineering Building	75,000
9.	Service Building for Experiment Station	100,000
10.	Plans for Administration Building	75,000
11.	Building for Experiment Station - East Wareham, including furnishings and equipment	200,000
12.	Renovate Laboratories - Flint Building, including equipment	40,000
13.	Physical Education Fields, including drainage, grading, and seeding	200,000
14.	Warehouse and Garage for Plant	200,000
	Total	$5,590,000
	1961	
1.	Addition to Food Technology Building, including furnishings and equipment	$ 900,000
2.	Addition to Physics Building, including furnishings and equipment	2,000,000
3.	Animal Science Building, including furnishings & equipment	2,000,000
4.	Engineering Building, including furnishings and equipment	1,500,000
5.	Administration Building, including furnishings & equipment	1,500,000
6.	Plans for Assembly Hall and Field House	100,000
	Total	$8,000,000

1962

1.	Assembly Hall and Field House, including furnishings, equipment, and site development	$3,000,000
2.	Plant Science Building, including greenhouses, furnishings, equipment, and site development	1,650,000
3.	Addition to Utility Distribution System	500,000
4.	Coal Storage Facilities, including railsiding, equipment and equipment building	500,000
5.	Plans for Dining Commons	75,000
6.	Classroom Building, including furnishings and equipment	1,000,000
7.	Plans for Farm Buildings	100,000
8.	Plans for Auditorium	150,000
	Total	$6,975,000

1963

1.	Dining Commons, including furnishings and equipment	$1,500,000
2.	Farm Buildings Replacements	3,000,000
3.	Auditorium - Music, TV, Radio, Drama and Art Center	3,000,000
	Total	$7,500,000

TOTAL -- FIVE-YEAR PROGRAM $34,945,000

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MINUTES OF MEETING OF TRUSTEE COMMITTEE ON FINANCE

April 16, 1957, 1:00 p.m., Office of Dr. Bartlett, Boston, Mass.

Chairman Brett presiding

PRESENT: Trustees Bartlett, Brett, Cashin, Taber, President Mather, Treasurer Johnson, Secretary Burke

Auditor's Report

The committee reviewed the report of the Auditor for the fiscal year ending June 30, 1956, and considered also Treasurer Johnson's comments relative to the suggestions made by the Auditor. (See attached statement)

Treasurer Johnson said that much of the criticism of the Auditor could be met by the addition of certain new positions in the Treasurer's Office. These positions were approved by the Trustees last November but have not yet been cleared by the State.

The committee reviewed operations of the Student Union Building and the amount of income accruing from operations. It was

Student Union Director - bonded

VOTED: To recommend that the Trustees bond the Director of the Student Union in the amount of $10,000 beyond the general coverage for University employees.

Treasurer Johnson pointed out that the Trustees are now carrying an additional $10,000 bond on the Business Manager of the University who has access to very little if any cash, and it was

Business Manager

VOTED: To discontinue the extra $10,000 bond for the Business Manager at the termination of the present bonding period.

General Electric Fund

Treasurer Johnson reported that the University has received $700 as a gift from the General Electric Corporation for unrestricted purposes. After discussion, the committee

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COMMITTEE

VOTED: To recommend that the Trustees authorize the President to expend $700 from the General Electric Company gift for unrestricted purposes.

Some months ago the Trustees accepted a bequest of $15,000 from the estate of Clarence Hinkley Knowlton. The bequest is to be used for the establishment of a scholarship fund for deserving women students in Home Economics and is to be in memory of Miss Helen E. Knowlton. It was

Helen E. Knowlton Endowment Fund

VOTED: To recommend that the Trustees authorize the Treasurer to establish the Helen E. Knowlton endowment fund with the income to be used for a scholarship or scholarships to deserving women students in Home Economics, with the understanding that the principal is to be invested as part of the pooled endowment funds of the University.

The committee reviewed the invested endowment funds of the University and

VOTED: To authorize the Treasurer to sell $15,000 worth of U.S. Treasury notes 2's due 8/15/57 and to buy $15,000 worth of Treasury bonds, 3¼'s.

The committee considered the percentage of the total investment in bonds versus the percentage in common stocks. It was generally agreed that a 50% investment in common stocks is a desirable goal and to attain this the amount held in savings bonds should be gradually reduced and reinvested. Interest falls due in July for part of the savings bank investments and in August for another part. It was agreed to wait for the interest periods before reinvesting these funds.

COMMITTEE

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Treasurer Johnson reported that he now has $17,000 in cash for investment. Committee members offered various suggestions, especially in the field of public utilities and requested the Treasurer to study this matter further and recommend a definite investment for the $17,000.

The meeting was adjourned at 4 o'clock.

J. W. Burke Secretary

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COMMITTEE

UNIVERSITY OF MASSACHUSETTS

M E M O R A N D U M

From: Treasurer

Date: April 16, 1957

To: Board of Trustees

Subject: State Auditor's Report for the period of August 15, 1955 to September 4, 1956

Internal Control - Since the Auditor in using generalized language gives the impression that there is a lack of effective internal control and that the accounting system is not up-to-date, it seems advisable to list the major changes and improvements that have been installed since January 1, 1952:

1. New system of budgetary control
2. Installation of IBM punch-card system for:

   payroll including
   - payroll preparation
   - writing checks
   - bank reconciliation
   - fund analysis
   - Comptroller's monthly composite payroll
   - employee earnings records
   - withholding tax records and W-2 forms
   - computation of rates, etc.

   budgetary control - all state funds with weekly expenditure and status reports to all School Deans, etc. - Daily reports in Treasurer's Office.

   student billing including
   - preparation and writing of bills
   - record of payments
   - potential income control
   - analysis of receipts
   - fund distribution of receipts

   budget preparation - compilation and analysis of budget requests of schools, etc.

3. Establishment of internal controls through separation of functions of cash receipts and disbursements with duties of verification of transactions performed by separate individuals in separate sections of the office.

4. Complete change of all functions of teller and cashier to establish internal control.

5. Restricted control of the vault with teller not having combination. Vault combination changed frequently.

6. Police protection during busy periods such as registration.

7. Frequent internal cash audits.

8. Increased bond for all employees of University from $10,000 to $20,000. The Treasurer and Business Manager have additional bonds of $10,000 each.

9. Complete new system of student activities accounts under Recognized Student Organizations with control accounts and funds in Treasurer's Office.

10. Installation of Teller's Cash Control Machine providing locked-in audit control and automatic validation of all vouchers.

11. Complete new system of endowment fund accounting.

12. Complete new system of research fund accounting and control.

13. New accounting system for University Store.

14. Rigid requirements for proper signatures on all vouchers by authorized personnel.

15. System of control of traffic fines.

It seems obvious that these accomplishments have established a modern system of internal controls. These may need to be further extended to cover some of the specific points covered in the Auditor's Report but on the whole the University now has an excellent system staffed with loyal, well-qualified personnel.

The major problem preventing the accomplishing of the details remaining to complete the system of internal control that has been developed over the last five years is the lack of certain key positions. These have been budgeted each year but have not been provided. Last November the Trustees took action authorizing the establishment of the position of Comptroller with a realignment of duties within the Treasurer's Office. To date this position has not been established although there is hope that it will be approved in this year's appropriation bill. It is also anticipated that a position of semi-senior accountant, head clerk, and receiving teller will be approved this year. These positions will complete the staffing and organization that are necessary to complete the system of internal control in the areas mentioned below. It should be noted that, aside from four positions in the IBM Section that also serve the Registrar, no new positions have been added in the Treasurer's Office in the last six years in spite of a tremendous increase in the volume of work in all areas.

Effective immediately there is being established a new position of semi-senior accountant to be paid from the General Electric Trust that will perform the pre-audit and certifying functions essential to control of trust fund expenditures. The need for this position has been reported periodically to

the Trustees. It is fortunate that it can be established without state funds.

Financial Records - Separate cash books and general ledgers, for each fund group, are justified when more than one person is required to use any of these books at the same time. This situation does not prevail at this time. In essence we presently have separate general ledgers, by fund groups, but since only one employee is required to use these records they are contained in one book.

Separate cash books will not ease our month-end analysis problem to any appreciable degree. This problem will be resolved when expenditures of Trust and Federal funds are recorded on I.B.M. cards.

This recommendation is primarily designed to make it easier for the Auditor. Accordingly, the ledgers, being post-binder anyway, will be separated as recommended for his use.

Central Services Accounting - As soon as personnel is available, all of these records should be centralized in the Treasurer's Office with the various Central Services offices originating the charges on sales slips or other vouchers. The only reason this has not been done is that there is a substantial additional work-load that cannot be added without the positions to handle it. This has been an annual comment of the auditors. The Treasurer has no control over the records maintained outside his office and therefore the Auditor's recommendation is not practical.

Trust Fund Disbursement - Corrected as noted above under Internal Control.

Trust Fund Accounting -

1. Athletic Activities - The Director of Athletics has taken action to comply with the control of vending machine income and budgetary control. Loose-leaf ledger sheets in post-binders will be continued to facilitate posting by machine rather than by hand.

2. Recognized Student Organizations - The Auditor was misinformed since the reports are distributed.

3. Summer School Recreation Fund - All receipts and disbursements from this fund are through the Treasurer's Office where complete records are maintained. Since the administrator of this fund changes practically every year and has the fund for only six to eight weeks, it is not practical for him to keep records.

4. Womens' Dormitory Social Fund - By action of the Trustees this fund was transferred to RSO last November.

Student Union Accounting - The centralized accounting recommended was established from the opening of the Union according to our plan.

Cash Receipts - State Accounts - Although it is highly desirable in principle as an internal control measure that all University mail be opened at one central point of initial receipt, and all monies received be listed and such listing be given to someone other than the cashier for independent verification, there are considerations (mail for students and alumni office, delivery points to many physically scattered buildings, etc.) as well as the requirements for additional personnel, that make this recommendation impracticable. However, all monies received in the mail by this office (except during peak loads at registration - at which times it would be impracticable) are listed and subsequently verified, by someone other than the cashier.

Effective in March all money now initially received by the Control Service departments (although practically all in the form of checks) are received directly by the Treasurer's Office. To implement this change in procedure, invoices for these charges are submitted in duplicate to the recipients of these services, with instructions thereon for payments to be made directly to this office accompanied by one copy of this invoice as a remittance advice. This document will serve to identify the transaction for this office and when receipted and forwarded to the appropriate department will serve as an advice of payment for the Control Service departments.

Cashier's Equipment - Two tellers are active only during rush periods. Since we have not had funds to purchase a second cash-control machine, it has been our practice to have the day's transactions of the second teller validated by machine at the end of the day.

Another machine will be purchased as soon as possible.

A bookkeeping machine for posting student deposits by the teller has the undesirable feature of having one person receive and post transactions. This is divided between two persons at present for good internal control with the one posting to permanent student deposit record cards using a bookkeeping machine.

Boarding Hall - A new manager has been appointed. The Business Manager is correcting these items with him.

Operation of Plant - Rentals - The Housing Office is continuing the maintenance of a "Quarters' Register" for each dwelling unit, which is the authorized record required to be maintained by the State Comptroller. I believe that the proper maintenance of the "Quarters' Register" and the existing accounting records of this office provide for adequate internal control, and a means for the auditor to verify rental receipts against the potential income. The few errors referred to by the Audit Report were human errors resulting primarily from our transition from a monthly to a weekly payroll deduction procedure. To maintain the "tenants' ledger" recommended by the auditor, would result in a duplication of records.

University Store - The store installed a new accounting and inventory system effective July 1, 1956. It was designed by two CPA's who have had retail experience. It is believed to be adequate for our purposes

It is true that the retail inventory method is easier for an auditor in verifying inventories of a retail establishment. However, with a little more effort, it is just as feasible to do so with the present system. To date the retail method was not been adopted although the Director of the Union is studying the store operation.

Traffic Violation Fines - It took nearly a year to design, obtain, and place in effect the system the auditors wanted. It is now in operation.

Prenumbered Memoranda - Athletic Department cash vouchers and statements are now prenumbered; however, such prenumbering is being done by the Athletic Department. Prenumbering of these forms, however, should be done by the Printer The Department has been notified.

Certificates issued by the Control Service organizations should also be prenumbered and an accounting of them maintained. This procedure will permit an audit of income against certificates issued.

Production Reports - Monthly production reports are now being received from the stations at Waltham and Wareham.

I believe, however, that the fundamental concept of endeavoring to obtain complete accountability of products produced primarily for instructional purposes is fallacious. Sales or transfers can be verified, but when products are utilized for instructional purposes this procedure does not lend itself to complete and accurate accountability.

Classification of Funds - 4-H Activities fund is now classified as an Agency fund.

Self-Liquidating Buildings - Since the method used to finance these buildings was established by law (Chapter 396 Acts of 1939) and each additional building is authorized by the General Court in special legislation amending the original act, the Auditor's comment that "It appears that because of the medium employed a devious method has been used to acquire new buildings and equipment for the University." appears to be a criticism of the laws established by the General Court

Each year the audit report has commented at length on this topic. These comments have served only to convey a lack of understanding of the real policy issues involved.

Summary - In the opinion of the Treasurer, this audit was the most thorough and business-like of any within the last five years. It revealed nothing of major importance of which the Treasurer and his staff were not fully aware. Given the additional positions already requested, these items can be effectively controlled. The University will then be on a sound basis to meet the challenges of the future.

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MINUTES OF MEETING OF TRUSTEE COMMITTEE ON
FACULTY AND PROGRAM OF STUDY

May 2, 1957, 10:00 a.m., Colonial Lounge, Student Union Building

Chairman Boyden presiding

PRESENT: Trustees Bartlett, Boyden, Miss Puxton, Crowley, President Mather; Provost McCune, Treasurer Johnson, Secretary Burke

Sabbatical Leaves

The committee considered sabbatical leaves as recommended by the faculty committee on sabbatical leaves and discussed each recommended leave with President Mather and Provost McCune, and it was

VOTED: To recommend that the Trustees approve the following sabbatical leaves:

Edwin D. Driver

1. Edwin D. Driver, Assistant Professor of Sociology, for one year at half pay for study in India of social and cultural factors in mental illness.

G. Stanley Koehler

2. G. Stanley Koehler, Associate Professor of English, for the second semester 1957-58 at full salary, for research involving study of the relation between imagery and myth in the poetry of Milton at Widener Library.

Robert P. Lane

3. Robert P. Lane, Associate Professor of English, for the second semester 1957-58 at full salary, for research and writing on the subject of Gabriel Harvey.

William B. Nutting

4. William B. Nutting, Assistant Professor of Zoology, for the second semester 1957-58 at full salary, to study demodectic mange in Australia.

Israel H. Rose

5. Israel H. Rose, Associate Professor of Mathematics, for the first semester 1957-58 at full salary, for research in abstract Algebra and the foundations of Geometry.

Jonas Vengris

6. Jonas Vengris, Assistant Research Professor of Agronomy, for the period July 1 to December 31, 1957 at full salary, for basic research in weed control at the University of Wisconsin

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COMMITTEE

The committee next considered changes in the undergraduate program of study as recommended by the Faculty Committee on Course of Study. Provost McCune explained that each course emanates in a department of the University. It must receive departmental approval, then approval by the school committee on course of study. The next step is approval by the University Committee on Course of Study and finally it is passed on by the Provost and President before it is brought to the Trustees. After discussion, it was

New Courses

VOTED: To recommend that the Trustees approve the following new courses of study, changes in course credit or content and summer institute courses.

Forestry Program

Dr. Boyden led discussion on the proposed graduate program in Forestry leading to the master's degree. This program originated in the Department of Forestry and has had approval of the Graduate School Council of the University. He complimented those in charge of the work and of the preparation of the material accompanying the recommendation. After discussion, it was

VOTED: To recommend that the Trustees approve the graduate program in Forestry as outlined in the attached memorandum dated February 4, 1957 and also approve the new graduate courses as listed on page 15 of this same memorandum.

The meeting was adjourned at 11:00 a.m.

J. T. Burke Secretary

UNIVERSITY OF MASSACHUSETTS

MINUTES OF MEETING OF TRUSTEE COMMITTEE ON BUILDINGS AND GROUNDS

May 31, 1957, 3:00 p.m., President's Office, U of M

PRESENT: Trustees Brett, Haigis, Whitmore, President Mather, Treasurer Johnson, Secretary Burke

Treasurer Johnson reported that a new state highway is to be constructed near the Wareham Cranberry Station. Very little land taking is involved. However, during his inspection of the property, he learned that no survey of the station is in existence. He also noted that the road which leads into the station and which is on property owned by the University is being used by a private property owner to reach his home. Apparently this man has been allowed to use the road for some time. He is now planning to establish a housing development which could mean that the station road would be used by all the new home owners. Inasmuch as the road is on University owned land and goes between the only two buildings on the Cranberry Station property, it was the feeling of the committee that steps should be taken to prevent this from becoming a public way. Accordingly, it was

Cranberry Station

VOTED: To recommend that the Trustees authorize the Treasurer to seek means of preventing the Cranberry Station road from becoming a public way.

It was also

VOTED: To recommend that the Trustees authorize the Treasurer to employ Walter E. Rowley, Civil Engineer of West Wareham, to make a complete survey of the University land at Wareham at cost not to exceed $500.

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The committee inspected proposed plans for construction of a shop and greenhouse at the Cranberry Station and

COMMITTEE

VOTED: To recommend that the Trustees approve the erection of a shop and greenhouse with Federal Funds at the Cranberry Station at an estimated cost of $19,000 in accordance with sketches presented to the committee.

The committee discussed ways and means of appraising the University land which is to be offered for sale to fraternities and sororities and

Appraisers

VOTED: To recommend that the Trustees authorize the Treasurer to employ the following persons to appraise the properties:

B. O. Moody, Vice President, First National Bank of Amherst
Robert D. Hawley, Selectman of Amherst
John Footit, Insurance Agent of Amherst

The committee also

Fraternities and Sororities

VOTED: To recommend that the Trustees authorize the Treasurer to have the proposed fraternity and sorority lots surveyed.

On the recommendation of the President, it was

Thayer Building

VOTED: To recommend that the Trustees name the large animal building constructed with funds given by Red Acre Farms, Inc. - the Thayer Building - in accordance with the wishes of the donor.

The committee inspected recently-completed building projects throughout the campus and

VOTED: To recommend that the Trustees accept the following projects as completed:

Student Union Building

1. The Student Union Building built by the University of Massachusetts Building Association.

Van Meter Dormitory

2. The addition to Van Meter Dormitory (dormitory #14) built by the University of Massachusetts Building Association.

COMMITTEE

3. The Finish Grading & Seeding of Machmer Hall (Mass. State Project No. U-701, contract #2) as completed by Osley Construction Company on May 8, 1957. — Machmer Hall

4. Renovations to Flint Laboratory (Mass. State Project No. U-502, contract #5) as completed by M. Solimando on May 22, 1957, subject to approval by the Treasurer of minor corrections in the work. — Flint Laboratory

5. Renovation to Wilder Hall (Mass. State Project No. U-402, contract #4) as completed by D. A. Sullivan and Sons on May 15, 1957. — Wilder Hall

6. The Thayer Building (large animal building) as completed by D. A. Sullivan and Sons on May 17, 1957. — Thayer Building

7. Service Transformers (Mass. State Project No. U-702, contract #3) by the Collins Electric Company on February 5, 1957. — Service Transformers

The meeting was adjourned at 4:45 p.m.

Secretary

UNIVERSITY OF MASSACHUSETTS

UNIVERSITY OF MASSACHUSETTS

COMMITTEE

MINUTES OF MEETING OF TRUSTEE COMMITTEE ON BUILDINGS AND GROUNDS

August 13, 1957, 1:30 p.m., Dr. Bartlett's Office, Boston

Chairman Whitmore presiding

PRESENT: Trustees Bartlett, Brett, Cashin, Haigis, Taber, Whitmore, President Mather, Treasurer Johnson, Secretary Burke

Dormitory #15

The committee examined revised plans for dormitory #15 as prepared by Louis W. Ross, architect, and

VOTED: To recommend that the Executive Committee approve the plans as presented.

Vegetable Gardening building

The committee examined plans for the Vegetable Gardening building and greenhouse as prepared by Albert M. Kreider and

VOTED: To recommend that the Executive Committee approve the plans as presented.

ROTC building

Treasurer Johnson showed preliminary plans of the ROTC building as prepared by Clinton Foster Goodwin. The committee had earlier examined floor plans of this building and asked for a rendition showing the exterior of the building as it would be seen from the road behind South College. After examination, the committee

VOTED: To recommend that the Executive Committee approve the plans as presented.

Rally Area

Student Union building

The committee then reviewed plans for the rally area near the Student Union building. The purpose of this area is to provide a sloping outdoor place for students to stage meetings and rallies. Incorporated in the plans as prepared by Whitman & Howard, Inc. is the statue of Metawampe which the committee previously voted to locate near South College. After discussion, it was

Metawampe

COMMITTEE

UNIVERSITY OF MASSACHUSETTS

VOTED: To recommend that the Executive Committee approve plans as presented including the relocation of the statue of Metawampe.

Dormitory #15

The committee discussed the lease arrangements for dormitory #15 for which the Legislature has authorized sale of bonds in the amount of $580,000. Trustee Brett said that the construction bid is within the authorized amount and that the bonds have been sold. The annual rental will amount to $37,000 and the building will house 200 students. It was

VOTED: To recommend that the Executive Committee approve the land and building leases for dormitory #15.

Capital Outlay Program

President Mather and Treasurer Johnson said that if the capital outlay budget of the University is approved as presented to the Legislature by the Governor, the Trustees will have only a two-week period in which to name architects for the various buildings. Should the Trustees fail to name architects within this period, the Commission on Administration and Finance is free to name whatever architects it sees fit. They proposed, therefore, that the Trustees indicate now their preference of architects to be named when and if funds are made available for construction. It was voted to recommend that the Executive Committee approve employment of architects as follows:

Science Center

Science Center - Third Section - James H. Ritchie & Associated, Boston (Preliminary study already completed)

Steam & Electric

Steam & Electric Distribution Lines - Merrill Associates, Boston (Preliminary study already completed)

Infirmary

Plans for Infirmary -
1. Leland Larsen Bradley & Hibbard, Boston
2. Shepley, Bulfinch, Richardson & Abbott, Boston
3. Maginnis and Walsh and Kennedy, Boston

UNIVERSITY OF MASSACHUSETTS

Maintenance building

COMMITTEE

Plans for General Maintenance Building - Morris W. Maloney & Henry J. Tessier, Associated Architects, Springfield (Preliminary study and plans already completed)

School of Education building

Plans for School of Education and Laboratory Practice School - James A. Britton, Greenfield. (Preliminary study and plans already completed)

Engineering & Physics Shops

Plans for Engineering & Physics Shops -

1. Shepley, Bulfinch, Richardson & Abbott, Boston
2. Morris W. Maloney & Henry J. Tessier, Associated Architects, Springfield
3. Leland Larsen Bradley & Hibbard, Boston

Cold Storage Laboratory

Plans for Cold Storage Laboratory - Merrill Associates, Boston

Treasurer Johnson said that because the Comptroller's Bureau had changed certain payments made to Leland Larsen Bradley & Hibbard of Boston in a different fiscal year from that originally contemplated, the University will not be able to stay within the amount of funds authorized by the Trustees for the consulting services of Niels H. Larsen. After discussion, it was

Leland Larsen Bradley & Hibbard (payment)

VOTED: To recommend that the Executive Committee authorize the further amendment of the consulting contract with Leland Larsen Bradley & Hibbard of Boston dated November 23, 1954 and amended June 30, 1957 to increase the amount of compensation for the fiscal year ending June 30, 1957 to an amount not to exceed $2,800.

It was also

VOTED: To recommend that the Executive Committee authorize the Treasurer to amend the consulting agreement with the firm of Leland Larsen Bradley & Hibbard of Boston for the services of Niels H. Larsen as architectual consultant for the period July 1, 1957 through June 30, 1958 at a sum not to exceed $4,000 for the year based on the hourly rates contained in the contract.

It was also

Whitman & Howard (payment)

VOTED: To recommend that the Executive Committee authorize the Treasurer to extend the contract with Whitman & Howard of Boston for engineering consulting services and preparation of plans and specifications for site development, including roads, walks and parking areas, drainage and other work, for the period July 1, 1957 through June 30, 1958 at a sum not to exceed $8,000 for the year based on the hourly rates contained in the contract.

The President and Treasurer reported that the University has received three Federal grants from the United States Surgeon General totaling $359,375. Of this total amount, approximately $200,000 is for construction of special space in the Science Center for Public Health purposes and an additional $40,000 will be made available next year for equipment; $155,000 is to be used in the construction of a Psychology Laboratory as part of the Liberal Arts building and $20,000 will be available next year for equipment; $4,500 is for equipment for Bio-Chemistry. It was

VOTED: To recommend that the Executive Committee accept these Federal grants for the purposes outlined above.

The meeting was adjourned at 3 o'clock.

Secretary

UNIVERSITY OF MASSACHUSETTS

MINUTES OF MEETING OF TRUSTEE COMMITTEE ON FINANCE

COMMITTEE

August 13, 1957, 3:00 p.m., Dr. Bartlett's Office, Boston

Chairman Brett presiding

PRESENT: Trustees Bartlett, Brett, Cashin, Haigis, Taber, Whitmore, President Mather, Treasurer Johnson, Secretary Burke

The committee examined the list of expenditures from unrestricted income from trust and endowment funds for the fiscal year ending June 30, 1957 and

Trust Funds
Endowment Funds
Sprague Fund
General Electric Fund

VOTED: To recommend that the Executive Committee approve expenditures from unrestricted income from trust and endowment funds, the Sprague fund and the General Electric fund as made by the President, in accordance with previous authorization, for the fiscal year ending June 30, 1957 as shown in the attached reports.

The committee also

VOTED: To recommend that the Executive Committee authorize the President to spend not to exceed $1,000 of the income from unrestricted trust and endowment funds for the fiscal year July 1, 1957 through June 30, 1958 and also to authorize the President to spend not to exceed $500 from the Sprague fund and $500 from the General Electric fund for the same period for unrestricted purposes.

It was

VOTED: To recommend that the Executive Committee authorize the Treasurer to write off cash variances of three tellers in the Treasurer's Office for the fiscal year ending June 30, 1957 in the amount of a shortage of $1.28 from the unrestricted income from interest in the trust fund interest account.

The committee discussed the investment portfolio of the University and it was agreed that Chairman Brett and Treasurer Johnson would bring specific recommendations to be acted upon by the committee at a later date.

The meeting was adjourned at 4 o'clock.

Secretary

UNIVERSITY OF MASSACHUSETTS

MINUTES OF MEETING OF EXECUTIVE COMMITTEE

COMMITTEE

August 13, 1957, 4:00 p.m., Dr. Bartlett's Office, Boston

Chairman Bartlett presiding

PRESENT: Trustees Bartlett, Brett, Cashin, Haigis, Taber, Whitmore, President Mather, Treasurer Johnson, Secretary Burke

On the recommendation of the Trustee Committee on Buildings and Grounds, it was

VOTED: To approve the plans for dormitory #15 as presented.

Dormitory #15

The committee examined the land and building leases in connection with dormitory #15. Chairman Bartlett recalled that on June 24 the Board of Trustees of the University empowered the Executive Committee to act for the Board on these leases. After discussion, it was unanimously

VOTED: That the form of lease from The Commonwealth of Massachusetts to University of Massachusetts Building Association of a parcel of land for the erection of one student dormitory building, all pursuant to Acts of 1939, Chapter 388, as amended or supplemented by Acts of 1945, Chapter 390, by Acts of 1946, Chapter 352, by Acts of 1948, Chapter 185, by Acts of 1950, Chapter 414, by Acts of 1952, Chapter 211, by Acts of 1953, Chapter 356, by Acts of 1954, Chapter 400, by Acts of 1955, Chapter 444, be and hereby is approved as presented to this meeting; and that the Trustees of the University of Massachusetts, or a majority thereof, be and hereby are authorized, in the name and on behalf of The Commonwealth of Massachusetts, to execute, acknowledge and deliver, in or substantially in the form presented to this meeting, said lease of land from the Commonwealth to the Association and to cause the common seal of the University of Massachusetts to be affixed thereto.

COMMITTEE

It was also

VOTED: That the form of lease of one student dormitory building by University of Massachusetts Building Association to The Commonwealth of Massachusetts pursuant to Acts of 1939, Chapter 388, as amended or supplemented by Acts of 1945, Chapter 390, by Acts of 1946, Chapter 352, by Acts of 1948, Chapter 185, by Acts of 1950, Chapter 414, by Acts of 1952, Chapter 211, by Acts of 1953, Chapter 356, by Acts of 1954, Chapter 400, and by Acts of 1955, Chapter 444, said building to be erected by said Association on a parcel of land to be leased to it by the Commonwealth, be and hereby is approved as presented to this meeting; and that the Trustees of the University of Massachusetts, or a majority thereof, be and hereby are authorized in the name and on behalf of the Commonwealth of Massachusetts to execute, acknowledge and deliver, in or substantially in the form presented to this meeting, said lease of one student dormitory building from said Association to the Commonwealth and to cause the common seal of the University of Massachusetts to be affixed thereto.

On the recommendation of the Trustee Committee on Buildings and Grounds, it was

VOTED: To approve the plans for the Vegetable Gardening building as presented.

Vegetable Gardening building

It was also

VOTED: To approve the plans of the ROTC building as presented.

ROTC building

It was also

VOTED: To approve plans for the rally area near the Student Union building as presented including the relocation of the statue of Metawampe.

Rally Area Student Union building Metawampe

********** See page 2145 for insertion

It was also

VOTED: To authorize the further amendment of the consulting contract with Leland Larsen Bradley & Hibbard of Boston dated November 23, 1954 and amended June 30, 1957 to increase the amount of compensation for the fiscal year ending June 30, 1957 to an amount not to exceed $2,800.

Leland Larsen Bradley & Hibbard (payment)

It was also

COMMITTEE

VOTED: To authorize the Treasurer to amend the consulting agreement with the firm of Leland Larsen Bradley & Hibbard of Boston for the services of Niels H. Larsen as architectual consultant for the period July 1, 1957 through June 30, 1958 at a sum not to exceed $4,000 for the year based on the hourly rates contained in the contract.

It was also

Whitman & Howard (payment)

VOTED: To authorize the Treasurer to extend the contract with Whitman & Howard of Boston for engineering consulting services and preparation of plans and specifications for site development, including roads, walks and parking areas, drainage and other work, for the period July 1, 1957 through June 30, 1958 at a sum not to exceed $8,000 for the year based on the hourly rates contained in the contract.

It was also

Federal Grants

VOTED: To accept Federal grants in the amount of $359,500 for the purposes outlined below:

$200,000 (Approximately) for costruction of special space in the Science Center for Public Health purposes. An additional $40,000 will be made available next year for equipment.

$155,000 for construction of a Psychology Laboratory as part of the Liberal Arts building. An additional $20,000 will be made available next year for equipment.

$4,500 for equipment for Bio-Chemistry.

On the recommendation of the Trustee Committee on Finance, it was

Trust Funds

Endowment Funds

Sprague Fund

General Electric Fund

VOTED: To approve expenditures from unrestricted income from trust and endowment funds, the Sprague fund and the General Electric fund as made by the President, in accordance with previous authorization, for the fiscal year ending June 30, 1957 as shown in the attached reports.

It was also

VOTED: To authorize the President to spend not to exceed $1,000 of the income from unrestricted trust and endowment funds for the fiscal year July 1, 1957 through June 30, 1958 and also to authorize the President to spend not to exceed $500 from the Sprague fund and $500 from the General Electric fund for the same period for unrestricted purposes.

It was also

VOTED: To authorize the Treasurer to write off cash variances of three tellers in the Treasurer's Office for the fiscal year ending June 30, 1957 in the amount of a shortage of $1.28 from the unrestricted income from interest in the trust fund interest account.

On the recommendation of President Mather, it was

Western Massachusetts Electric Company

VOTED: To authorize the President to sign contract with the Western Massachusetts Electric Company providing for the continuation of the half-time services of Frank R. Longley, Visiting Professor, in the amount of $2,652 for the academic year 1957-58.

It was

Amherst College

VOTED: To authorize the President to sign an agreement with Amherst College for the half-time services of Richard A. Gregg as Visiting Professor for the academic year 1957-58 at the rate of one-half the compensation paid Mr. Gregg by Amherst College.

On the recommendation of the Treasurer and the President, it was

General Electric

VOTED: To approve the budget for the operation of the GE-Pittsfield Program for the academic year 1957-58 in accordance with the attached outline.

It was also

VOTED: To establish a fee of $18.00 per semester credit hour for all students attending the GE-Pittsfield Program other than those whose fees and expenses are paid by the General Electric Company under the Trust Agreement with the Trustees.

It was

COMMITTEE

Controller

VOTED: To authorize change in the spelling of the word "Controller" in the minutes of the June 24 meeting in connection with the appointment of L. L. Taylor as Controller of the University.

On the recommendation of the President, it was

VOTED: To approve the following assignments of staff members on duty status outside the United States. No state funds are involved.

Shannon McCune (travel)

Shannon McCune, Provost of the University, to Tokyo and Nara, Japan, to Sapporo University in Japan and to Korea as American delegate to the Regional Conference of the International Geographical Union and as University delegate in conferences in connection with the cooperative which the University is undertaking with Hokkaido for approximately 7 weeks beginning August 11, 1957.

H. T. U. Smith (travel)

H. T. U. Smith, Head of the Department of Geology, to Madrid and Barcelona, Spain during the period August 15 through September 22, 1957 (approximate dates) to attend meetings and technical excursions of the International Quaternary Association Congress for the purpose of establishing contacts and obtaining information relative to the University's research contract with the office of Naval Research.

Richard S. Stein (travel)

Richard S. Stein, Associate Professor of Chemistry, to Prague, Czechoslovakia, August 31 through September 16, 1957 to deliver a paper at the symposium on macro-molecular chemistry. This symposium is sponsored by the International Union of Pure and Applied Chemistry.

On the recommendation of the President, it was

Personnel

VOTED: To approve the attached list of appointments, extra compensation, corrections in summer employment, salary adjustments and reinstatement.

On the recommendation of the Registrar and the Provost, it was

Marie Barbara Kelleher

VOTED: To award the degree Bachelor of Science to Marie Barbara Kelleher as of May 17, 1942.

COMMITTEE

Miss Kelleher completed all requirements for the degree in 1942 but owed $75 on a loan so that the degree was not awarded. Her account was paid in July 1946 but through oversight the University failed to award the degree at that time.

The meeting was adjourned at 5:15 p.m.

_____ Secretary

_____ Chairman

****

On the recommendation of the Committee on Buildings and Grounds, it was

VOTED: To approve employment of architects as follows:

Science Center - Third Section - James H. Ritchie & Associates, Boston (Preliminary study already completed)

Steam & Electric Distribution Lines - Merrill Associates, Boston (Preliminary study already completed)

Plans for Infirmary - 1. Leland Larsen Bradley & Hibbard, Boston
2. Shepley, Bulfinch, Richardson & Abbott, Boston
3. Maginnis and Walsh and Kennedy, Boston

Plans for General Maintenance Building - Morris W. Maloney & Henry J. Tessier, Associated Architects, Springfield (Preliminary study and plans already completed)

Plans for School of Education and Laboratory Practice School - James A. Britton, Greenfield. (Preliminary study and plans already completed)

Plans for Engineering & Physics Shops -
1. Shepley, Bulfinch, Richardson & Abbott, Boston
2. Morris W. Maloney & Henry J. Tessier, Associated Architects, Springfield
3. Leland Larsen Bradley & Hibbard, Boston

Plans for Cold Storage Laboratory - Merrill Associates, Boston

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UNIVERSITY OF MASSACHUSETTS

COMMITTEE

October 12, 1957

UNIVERSITY OF MASACHUSETTS

PITTSFIELD PROGRAM
BUDGET FOR THE FISCAL YEAR
JULY 1, 1957 to JUNE 30, 1958

Estimated Income

General Electric Trust	$12,100
Fees @ $18.00 per semester credit hour	15,800
Total Income	$27,900

Estimated Expenditures

Personal Services

Instructors	$10,500
Director	8,700
Clerical, etc. (on campus)*	4,500
Total Personal Services	23,700
Travel Expense (faculty & staff)	3,500
Administrative Expense (supplies, tel., etc.)*	700
Total Expenditures	$27,900

*Based on office and secretarial assistance being furnished by G.E.

Estimated Enrollment

Program (G. E. sponsored students)	40
Non-Program (fee-paying students)	50
Total Estimated Enrollment	90

UNIVERSITY OF MASSACHUSETTS

Disbursements - Unrestricted
Trust Funds for the Period
July 1, 1956-June 30, 1957

Sprague Fund

Dean Cahill - Entertainment, Dr. McGrath & Mr. Weifenbach	$32.60
Louis R. Bell - Consulting Fees & Expenses	150.32
Fairchild Aerial Surveys - 1 Aero-Ektachrome transparency and 3 Dye Transfer	440.00
Travel & Expenses for Staff Members on problems of Business Administration	53.00
Emains - Framing 3 Pictures	75.00
Donald Cadigan - Travel to Rutgers Univ. to attend a Special Conference on Extension Education	45.16
Judd Paper Co. - Cards & Envelopes for Senior Class Rec.	17.84
Dana L. Farnsworth, M.D. - Professional Services	35.00
E. L. Gaines Ptg. Co. - 1/6 page ad in March Issue of "Mass. Teacher"	27.50
Lord Jaffery Inn - Expenses of Dr. Trimmer, candidate for Physics Dept.	6.50
Dean Cahill - Meals and entertaining Dr. Trimmer	7.00
Lord Jaffery Inn - Expenses for International Weekend	10.80
Martha R. Wright - Entertaining Prof. & Mrs. Bonanson	7.50
Student Union Food Service - 3 Luncheons - Investment Series Lectures	3.48
Student Union Food Service - 30 Dinners - Geology Teachers Association	55.20
Wiggins Tavern - expenses of candidate for Dean, School of Business Administration	15.62
Student Union Food Service - refreshments for meeting of Geology Teachers Association	9.30
Total Disbursements - Sprague Fund	$991.82

General Electric Fund

Travelers Checks and Interest paid to bank for loan - trip to Japan	$65.00
2 Burnham Prizes	40.00
Student Union Food Serv. - 4 Luncheons - Trustees Meeting	14.72
University Commons - 17 Luncheons	16.15
2 Flint Prizes	40.00
Dimond Union Stamp Works - 3 Stamps	6.05
Supplies for Student Reception	16.70
Student Union Food Service - Meals Served	45.20
100 Views of Campus	10.00
Student Union Food Service - Meals Served	28.93
Roberts Flowers - Flowers for Dedication of Thayer Building	11.66
U. S. Office of Education - Travel for Dr. Gertrude Lewis	25.00
Faculty Club - Luncheon for Ushers at Commencement	1.25
University Commons - Dinner for Social Science Council Guests	30.00
University Store - Supplies for Open House	7.45
Total Disbursements - General Electric Fund	$358.11

August 1, 1957

UNIVERSITY OF MASSACHUSETTS

Disbursements - Unrestricted
Endowment Funds for the Period
July 1, 1956-June 30, 1957

Burnham Emergency

Colorado Dept. of Public Health	$ 2.00
John H. Vondell - 35 enlargements of chart	21.00
Montgomery Co. - flowers for Conference of Trustees of State Universities	14.50
University Commons - Luncheons for Student Advisers Meeting	47.20
Montgomery Co. - flowers for meeting of Association of Gov. Bds. of State Institutions	4.50
Arthur C. Egan - 2 8x10 prints of new Classroom Building	2.50
H. I. Newell - Weekly Calendars from Sept. 1955-May 1956	150.00
University Commons - 7 Meals	6.65
University Commons - 2 Meals	1.90
Amherst Journal - 50 proofs for Public Relations Office	5.00
Roberts Flowers - Flowers for service of Mrs. E. L. McNamara	20.60
Lord Jeffrey Inn - 5 Luncheons - Government Research Council	18.67
Student Union Food Service - 8 Luncheons	12.64
Hotel Statler - 3 Luncheons for Trustees Meeting	16.74
Student Union Food Service - 11 Dinners - Council of Nursing	9.78
Student Union Food Service - 9 Luncheons (Provost)	14.22
Hotel Statler - 3 Luncheons - Trustees Meeting	14.97
Student Union Food Service - 5 Luncheons (Provost)	5.25
	$368.12

Frederick H. Read

Scholarship	50.00

William R. Sessions

Hotel Statler - 3 Luncheons - Trustees Meeting	$ 13.23
University Store - 700 Copies Holiday Reception Invitations	4.97
University Commons - 10 Meals - Valley Group	9.50
Charles Brambilla - Tuning Piano	4.00
Lord Jeffery Inn - Expenses of J. L. Buck	34.73
Mrs. Stephen Allen - Reimbursement - supplies for Reception	10.00

William R. Sessions (Continued)

Stewards Club - Reception	$ 43.15
Student Union Food Service - 7 Dinners	11.06
University Commons - 5 Meals	4.75
University Commons - Coffee, etc. for Fine Arts Council	20.00
Student Union - 9 Luncheons for President Mather & Party	28.35
	183.74

William H. Wheeler

Montgomery Co. - flowers for Funeral of Ex-Gov. Ely	15.00
Mrs. Price - 12 Luncheons - Engineering Convocation	19.00
Carl Howard - Color Photos of Campus	13.00
University Commons - 6 Dinners for President Mather	5.70
University Commons - 6 Dinners	5.70
Hotel Statler - 5 Luncheons - Trustees Meeting	25.26
Everett A. Konarick - 17 reprints	11.00
H. L. Newell - Certificates for honorary degree for Harusada Sugimone	14.50
American Council on Education - Mema Reprints (15)	1.35
University Commons - 9 Meals - Ways and Means Committee	8.55
University Commons - 5 Meals	4.75
University Commons - 12 Meals - Labor Leader Group	11.40
A. J. Hastings - Envelopes, pads, cards, etc.	19.70
John S. Westcott - Moving Piano	20.00
Mrs. R. E. Lindsey - reimbursement for 650 - 2¢ stamps for Reception	13.00
Mal Hall Orchestra - Faculty Reception	50.00
University Commons - 6 Meals	5.70
Dr. Joseph Brady - Address at Sigma Xi	50.00
University Store -Supplies for Faculty Reception	8.35
University Commons - 5 Luncheons - Building Committee	4.75
University Commons - Trustees Meeting - 7 Meals	6.65
University Commons - 5 Meals	4.75
University Commons - 28 Luncheons for Air Corps	49.00
University Commons - 12 Meals - Mrs. McCullough's group	9.00
Amherst College - 1 Lantern Slide from Fogg Neg.	1.88
Boston YWCA - Service Charge for Room for Meeting of University Advisory Council of Women	11.25
A. J. Hastings - Supplies for Fine Arts Council	3.70
	392.94

Total Disbursements - Unrestricted Endowment Funds $994.80

August 1, 1957

Schedule A 1

Endowment Funds - Principal
as of June 30, 1957

Summary of Pool Investments

Invested in:	Book Value	% of Total Book Value
Bonds		
Government	$79,403.31	20.5
Railroad	5,977.50	1.5
Utility	5,050.89	1.3
	90,431.70	23.3
Mortgages	70,628.11	18.3
Stocks		
Preferred		
Industrial	6,450.00	1.6
Utility	3,840.00	1.0
	10,290.00	2.6
Common		
Financial	4,291.07	1.1
Industrial	37,925.75	9.8
Investment Trust	5,300.00	1.3
Utilities	52,866.52	13.6
	100,383.34	25.8
Total - Pool Securities	$271,733.15	70.0
Cash -		
Amherst Savings Bank @ 3%	56,332.56	14.5
Easthampton Savings Bank @ 3%	17,300.00	4.4
Ware Savings Bank @ 3 1/4%	40,913.83	10.5
Uninvested Cash	247.75	.6
Total - Cash	114,794.14	30.0
TOTAL - POOL INVESTMENT	$386,527.29	100.0

Summary of Investments not in Pool

Preferred Stock	$7,500.00

UNIVERSITY OF MASSACHUSETTS

Schedule A-1

Endowment Funds - Principal
Statement of Pool Investments
as of June 30, 1957

	Description	Date of Acquisition	Cost or Book Value
Government Bonds			
32,700	U. S. Savings Bonds, Series G, 2 1/2's, due 3/1/58	3/12/46	$32,700.00
5,000	U. S. Savings Bonds, Series G, 2 1/2's, due 7/1/58	7/19/46	5,000.00
23,500	U. S. Savings Bonds, Series K, 2.76%, due 6/1/64	6/30/52	23,500.00
18,000	U. S. Treasury 3 1/4's, due June 15, 1983/78	12/31/56	17,703.31
500	U. S. Savings Bonds, Series G, 2 1/2's due 1/1/57	1/20/45	500.00
	Total - Government Bonds		$79,403.31

		Date of Acquisition	Years Remaining	Principal	Present Value
Mortgages					
Massachusetts Beta House Corporation	4%	12/20/46	13	$ 8,500.00	$ 5,000.00
Gamma Delta Chapter of Kappa Sigma	4%	10/14/46	9	24,000.00	13,795.06
Mass. Kappa Corporation of Sigma Alpha Epsilon	4%	11/1/51	14	20,000.00	15,000.00
Phi Lambda Tau, Inc., The Tau Pi Chapt. of Tau Epsilon Tau	4%	1/6/47	Demand	7,500.00	1,833.05
Theta Corporation of Theta Chi	4%	10/9/54	16	40,000.00	35,000.00
	Total - Mortgages			$100,000.00	$70,628.11

7/10/57

[illegible]

[illegible]

[illegible]

No. of Shares	Description		Date of Acquisition	Cost or Book Value	Market Value
	Preferred Stock				
200	American Sugar Refining Co.	1 3/4%	7/19/51	$ 6,450.00	$ 6,325.00
80	Duquesne Light Co.	4%	1/23/53	3,840.00	2,790.00
	Total - Preferred Stock			$ 10,290.00	$ 9,115.00
	Common Stock				
300	Amalgamated Oil's, Limited			$ 1.00#	$
100	American Surety Co. of N.Y.	25	7/19/51	1,300.00	1,875.00
		75	6/7/56		
91	American Tel. & Tel. Co.	45	7/19/51		
		15	[illegible]		
		6	12/1[illegible]/53		
		17	[illegible]/55		
		8	11/6/56	13,422.27	15,811.25
200	Baltimore Gas & Electric		4/25/57	7,014.76	6,800.00
52	Commonwealth Edison		7/19/51	1,418.00	2,203.50
100	E.I. DuPont de Nemours Co.		7/19/51	9,425.00	19,250.00
80	Fire Ass'n. of Philadelphia	36	7/19/51		
		36	2/26/54		
		8	11/6/56	2,991.07	3,280.00
173	Hartford Electric Light Co.		1/8/54	9,564.68	9,428.50
15	Northern Illinois Gas. Co.		5/6/55	192.79	273.75
200	Niagara Mohawk Power		4/25/57	6,135.38	5,875.00
500	Paramount Pictures		3/6/57	13,875.00	17,562.50
100	Standard Oil Co. of Indiana	50	7/19/51		
		50	12/6/54	3,518.75	5,287.50
274	Standard Oil Co. of N.J.	90	7/19/51		
		1	11/6/53		
		182	5/6/56		
		1	12/26/56	6,006.00	18,084.00
200	Southern Company		4/25/57	4,577.62	4,800.00
200	Tri-Continental Corp.		3/6/57	5,300.00	6,500.00
75	United Fruit		7/19/51	5,100.00	3,375.00
740	Virginia Elec. & Power Co.	337	1/8/54		
		33	12/6/54	10,541.02	17,390.00
	Total - Common Stock			$100,383.34	$137,796.00

* Company in process of liquidation

Statement of Investment not in Pool Fund

750	David Buttrick	7%	3/8/54	$ 7,500.00	

Schedule A-1 (Continued)

Endowment Funds - Principal

Statement of Pool Investments

as of June 30, 1957

Description	Date of Acquisition	Cost or Book Value	Market Value
Railroad Bonds			
3,000 Pennsylvania R. R. Co. Gen. 4 1/2's, due 6/65	1939	$ 3,000.00	$ 2,955.00
3,000 Southern Pacific (Oregon Lines) First, 4 1/2's, due 3/1/77	1951	2,977.50	2,760.00
Total - Railroad Bonds		$ 5,977.50	$ 5,715.00
Utility Bonds			
5,000 Southern California Edison Co., 1st & Ref. 3's, due 9/1/65	3,000 - 1951 2,000 - 1941	$ 5,050.89	$ 4,625.00

APPOINTMENTS ABOVE MINIMUM

Albert S. Anthony, Associate Professor of Secondary Education, effective September 1, 1957 at $6708 per year (3 steps above minimum). B.S. Trinity; A.M.T. Harvard; D.Ed. Harvard. He is currently Academic Dean of American International College.

J. T. Clayton, Associate Professor "A" Agricultural Engineering, effective September 15, 1957 at $8372 per year (5 steps above minimum). B.S. in Agricultural Engineering University of Tennessee; M.S. in Agricultural Engineering University of Illinois. Currently employed in the Department of Agricultural Engineering at the University of Illinois.

Charles A. Herald, Assistant Professor of Electrical Engineering, effective September 1, 1957 at $5538 per year (2 steps above minimum). B.S. and M.S. Dalhousie University, Halifax, Nova Scotia. Currently is Assistant Professor at the California State Polytechnic College.

C. E. Hunter, Assistant Professor of Mechanical Engineering, effective September 1, 1957 at $6006 per year (4 steps above minimum). B.S. in M.E. Carnegie Institute of Technology. At present he is with Convair Consolidated Vultee Aircraft Corporation of Fort Worth, Texas.

Theodore W. Leed, Associate Professor "A" Agricultural Economics, effective December 1, 1957 at $8,372 per year (5 steps above minimum). B.S., M.S. and Ph.D. Ohio State University. Currently employed in Extension Service at Ohio State University.

Marjorie M. Merchant, Assistant Professor "A", Extension Specialist in Consumer Education, effective September 15, 1957 at $6435 per year (2 steps above minimum). B.S. University of Maine; M.S. Pennsylvania State University. She is now employed as a Specialist in Consumer Food Marketing with the Regional Extension Marketing Education Program.

Joseph M. O'Byrne, Assistant Professor of Mechanical Engineering, effective September 1, 1957 at $6006 per year (4 steps above minimum). B.S. in M.E. University of Cincinnati; M.S. in M.E. University of Kentucky. At present he is supervisor of the Hydrodynamics Section of the Advanced Reactor Design Group with the nuclear engine project of Pratt and Whitney Aircraft.

EXTRA COMPENSATION

Louis A. Carpino, Assistant Professor "A" of Chemistry under U. S. Army contract from June 3, 1957 to August 31, 1957 at $113.25 per week.

H. T. U. Smith, Head of Department of Geology under Naval Research Contract from July 1, 1957 to August 9, 1957 at $164.75 per week or $988.50.

Richard S. Stein, Associate Professor "A" of Chemistry under U. S. Navy contract from June 3, 1957 to September 3, 1957 at $149.00 per week.

John H. Foster, Asst. Prof. "A" of Agric. Economics for $113.25 per week from Federal funds for the period July 30 through August 28, 1957.

CORRECTION IN SUMMER EMPLOYMENT

Bronislaw M. Honigberg, Assistant Professor of Zoology under Public Health Grant E-7423C2 from June 17, 1957 to August 17, 1957 at $136.66 per week. (Previously approved at $120.00 per week).

In place of Seymour Rudin, Department of English, who was approved for the period July 1 to August 10, 1957 on a 50 percent teaching basis, we recommend Assistant Professor Donald Sears (non-university faculty member) be approved as the replacement on a 50 percent basis during the above period. His rate of compensation should be $63.37 per week or $380.22 for the six weeks.

APPOINTMENTS

Isaac C. Camber, Instructor "A" Food Technology (half-time), effective July 1, 1957 at $2535 per year.

SALARY ADJUSTMENT

William C. Starkweather, Registrar's Office, from Instructor "A" to Assistant Registrar, grade 13, effective July 1, 1957 at annual salary of $5,525 (4 steps above minimum).

REINSTATEMENT

Otto P. Pflanze, Assistant Professor in History effective September 1, 1957 at $6006 per year (4 steps above minimum). He has been working in Germany on a study of Bismarck.

RECORD KEEPING WJ ESSENTIALS

RECORD KEEPING ESSENTIALS
WJ

University of Massachusetts

M e m o r a n d u m

From Arnold D. Rhodes, Dept. of Forestry & Wildlife Mgt. Date Feb. 4, 1957

To Dean of the Graduate School

Subject Graduate Program in Forestry

Permission is requested of the Graduate School Council to develop a program of graduate studies in forestry leading to an M.S. degree. The Department has been offering graduate work in wildlife management since 1942.

From time to time in the past, the Department has considered the desirability of establishing a graduate program in forestry to complement that in wildlife management. Until recently, however, it has been our opinion that the time was not right for such an undertaking. In the past there were two strong reasons which lead to this decision: poor physical facilities, and disinterest on the part of the Agricultural Experiment Station in forestry as a field of research. There was the additional consideration that the institution of a full undergraduate professional curriculum in forestry and its accreditation were recent developments. We preferred to consolidate our position at the undergraduate level before proceeding further.

Today, we believe that circumstances warrant a reversal of our previous decisions not to enter the graduate field. We think that our undergraduate offering is now firmly grounded and will not only provide adequate foundation for a graduate program but will at the same time benefit materially from it. Furthermore, in recent years the Agricultural Experiment Station has shown an awareness of the need for research in our field. In 1954 for the first time it gave support to specific projects in forestry, and in 1956 an additional staff position was authorized with primary duties in research. The Department now has a research program involving several Experiment Station projects. Resolution of our housing problem while not yet achieved now appears nearer accomplishment. New quarters should be available in the not-too-distant future.

As a measure of the Department's concern for graduate work, the record of its graduates who go on for further study is of interest. Since 1933, nineteen men in Wildlife Management and 75 in Forestry have received graduate degrees or are now working for them, including four doctorates for majors in wildlife management and six for forestry. Since World War II when forestry was first taught as a full professional curriculum 51 foresters will have obtained a graduate degree by this coming June, representing 42 per cent of our graduates during this period. Several others have been accepted for admission pending completion of military service. Degrees have been received from the following institutions: British Columbia, Colorado State, Duke, Harvard, Idaho, Iowa State, Maine, Massachusetts, Michigan, Missouri, Montana, North Carolina State, Oklahoma A & M, Oregon State, Syracuse, Utah, Washington, Wisconsin, and Yale.

If the request to develop a graduate program is granted it is our intention to proceed slowly in the beginning. There are now strong prospects that $3500-$4000 will become available from the State Experiment Station Division of the U.S.D.A. for participation in a regional research project involving several Northeastern

states. Our contributing project, which is already underway, is being carried on in the field of forest soils under Dr. Mader; and if the funds become available as anticipated it is our plan to initiate our graduate program here. There is also the possibility that another regional project in marketing may provide the base for a second graduate problem. We are prepared to handle graduate work in certain phases of our field but not in others. We recognize these limitations.

Attached you will find a short brochure providing information concerning the historical development of the Department, its staff, publications, current research program, and proposed new graduate courses of which there are four in addition to the thesis. No additional personnel will be needed to develop these new offerings. Our graduate curriculum will be based to a large extent upon course work in other departments as, for example, in Botany and Agronomy for the proposed problem in forest soils. The courses in forestry currently listed in the catalog in the 100 series qualify for minor credit only as the catalog is now printed. If our graduate program becomes a reality these courses except for 151 should then become eligible for major credit also.

Arnold D. Rhodes
Department Head

A Brief Chronological Summary Concerning the Program in Forestry at the University of Massachusetts.

Although not part of any organized work in forestry at the Massachusetts Agricultural College the series of five lectures on timber physics given by Dr. B.E. Fernow in 1897 has historical importance because it was the first of its kind. It was in fact the first series of technical lectures ever given by a professional forester to a body of American students.

Professor Frank A. Waugh, for many years Head of the Division of Horticulture, recognized the need for organized offerings in forestry--for two reasons: 1. To serve the needs of interested students. 2. To look toward the development of the forest as one of Massachusetts' most vital natural resources. For some years Prof. Waugh offered what may be termed informal lectures in forestry.

In 1909, Franklin Moon was brought to the College as a staff member of the Division of Horticulrure. He left after one year, being replaced by William Darrow Clark, a capable forester who remained until about 1920. During his "term of office" he organized several formal courses in forestry but not a full curriculum meriting professional recognition.

During Prof. Clark's term, which fortunately coincided with the administration of President Butterfield, Mt. Toby Demonstration Forest of 755 acres was secured for the College and the Department of Forestry. A long history of the forest could be given and it would be of genuine professional interest, but suffice it to say here that this valuable property has been consistently used for student education, experimentation, and demonstration, and at the same time it has been productive of forest materials and revenue.

Much later, in 1952, Mrs. Esther Cadwell gave to the Department of Forestry and Wildlife Management some 1200 acres lying in the town of Pelham. This area and Mt. Toby provide the Department with excellent laboratories lying within 20 minutes of the University campus.

Mr. L.R. Grose followed Prof. Clark when he left in 1920 and remained for approximately 10 years.

During Prof. Grose's term a few courses in forestry were offered to students of the College and some offerings were provided for students of the Stockbridge School of Agriculture. When for various reasons it was decided to make a personnel change, R.P. Holdsworth was brought to the College from the University of Arkansas where he had been Professor of Forestry.

In connection with the program of instruction at that time, three things seemed to be both possible and desirable: 1) to offer courses valuable as being cognate to agriculture and also as being broadly explanatory of the economic objectives of forest management, 2) to orient and give basic preparation for students who would go on to professional study elsewhere at the graduate level, and 3) to give more courses of a vocational character to students in the Stockbridge School--a program which was developed in the next several years.

Through the friendly offices of Dean Henry Solon Graves of the Yale School of Forestry it was made possible for qualified students who had completed their junior year at Massachusetts to enroll at the Yale School of Forestry. On the successful completion of the first year there, the student received the Bachelor's degree from Massachusetts, and a second satisfactory year earned him the Master of Forestry degree from Yale. This plan worked well and was described by Graves and Guise in their book on education in forestry. This "pre-professional" curriculum with some modifications from time to time constituted the main offering in forestry until 1948 when a full professional program was instituted.

In 1933, Prof. J. Harry Rich was added to the staff. For some years Mr. Rich has handled instruction in the fields of forest products and utilization beside giving valuable service in the organization and operation of special schools. In 1936 additional positions were created, filled by Dr. R.E. Trippensee as Professor of Wildlife Management, and James D. Curtis as an instructor in forestry.

Departmental offerings in Wildlife Management at the undergraduate level date from the arrival of Dr. Trippensee. The graduate program was undertaken in 1942, and for a time prior to World War II wildlife management was taught in the Stock-

bridge School also. This last program has since been discontinued.

When Mr. Curtis resigned in 1939 his position was taken by Arnold D. Rhodes. Prof. Rhodes utlimately became Department Head on September 1, 1956, replacing Prof. Holdsworth who reverted to a teaching professorship at his own request. Prof. Rhodes' field of specialization is dendrology, silvics, and silviculture.

A further addition to the forestry staff was made in 1945 in the person of Paul W. Stickel, well known for research in fire control. Prof. Stickel resigned in 1952 on account of sickness. He was succeeded by Herschel G. Abbott, who brought with him a considerable experience in the practical field. Mr. Abbott's assignments concern instruction and research in forest protection, dendrology, silviculture, and nursery practice.

Because of the increasing demand for a complete professional curriculum in forestry two more instructorships were made available to the Department in 1948 to meet the increased student load and to assist in handling new courses which were added to bring our curriculum up to acceptable professional standards. These standards were such as to meet the requirements set by the U.S. Forest Service and forest industries, and, further, to enable our graduates to obtain the Master of Forestry degree through a single year's study at one of the institutions offering instruction on a graduate basis. Thus, in 1948 for the first time the Department offered a complete professional curriculum in forestry, and this date marks the end of what can be called the period of pre-professional training.

The year 1948 was notable also for expansion of research activities in wildlife management. At this time the Massachusetts Cooperative Wildlife Research Unit became attached to the Department under the able direction of Dr. William G. Sheldon. The Unit is not an integral part of the University but rather is based on it, receiving its monetary backing from the Federal Government, the State, and certain private sources, much of which is used to support graduate students.

The two instructors added in 1948 were William P. MacConnell and Alton B. Cole. When Mr. Cole left for duty with the Air Force (where he has remained) his place was taken by Robert V. Ganley, and still later in 1956 by Robert S. Bond who has had considerable field experience in forestry in the South and more recently in the Massachusetts Division of Forests and Parks. Prof. MacConnell specializes in mensuration, photogrammetry, and management. Mr. Bond handles instruction in harvesting and farm forestry, and assists in other courses.

In 1950 the forestry curriculum was accredited as having full professional standing by the Society of American Foresters. This accreditation was given after a long and detailed study and was not easily attained. We had to overcome the effects of poor quarters and none-too-generous budgetary support by the University Administration. Our staff was rated highly by the accrediting agency as was the work being done in the field by our graduates. Our department became one of the 25 professionally accredited forestry institutions. Yale University and the University of Maine are the only other accredited schools in New England. This was a major milestone in the Department's development.

In 1954 the Department undertook a supported program of research in forestry. Heretofore individual staff members had undertaken projects of their own which were carried on as they could be fitted in with other work. These projects have proved to be well worthwhile and several of them have become the basis for research problems now fully supported by the Experiment Station of which this department is presently a recognized and working element. This development is also a milestone of major significance. As a consequence of this expanded program, Dr. Donald L. Mader, a specialist in forest soils, was added to the staff in 1956, to work nearly full time on research problems.

The addition of Dr. Mader brings our present staff to eight including Dr. Trippensee in Wildlife Management, but not Dr. Sheldon, Leader of the Cooperative Wildlife Research Unit.

Our departmental growth has been steady and has not been allowed at any time to expand beyond the point where it rested on a sound foundation. Our graduates have been successful as they have gone on to graduate schools for further study and have been equally successful in the fields of Government service and private forest industry.

Staff and Cooperating Personnel

Arnold D. Rhodes, Professor of Forestry and Head of Department. University of New Hampshire, B.S., 1934; Yale School of Forestry, M.F., 1937. Two years with the U.S. Forest Service, three years in the U.S. Navy; the University of Massachusetts since 1939. Phi Kappa Phi, Sigma Xi, Society of American Foresters, Ecological Society of America, British Ecological Society.

Robert P. Holdsworth, Professor of Forestry (Head of Department from 1933-1956.) Michigan State University, B.S. in Forestry, 1911; Yale School of Forestry, M.F., 1928; Scandinavian-American Fellowship, Royal College of Forestry, Stockholm, Sweden, 1928-9. Three years with the U.S. Forest Service, eight years in family business (non-forestry), one year at University of Arkansas as Head of Forestry Department, two years in U.S. Army, World War I, and two in World War II plus one year as Head of Forestry Department, American Shrivenham University, Shrivenham, England, the University of Massachusetts since 1930 including one sabbatical leave. Phi Kappa Phi, Sigma Xi, Society of American Foresters, American Geographical Society, A.A.A.S.

William P. MacConnell, Assistant Professor of Forestry, University of Massachusetts, B.S., 1943, Yale School of Forestry, M.F., 1947. One year plus six summers with firm of consulting foresters, two years with U.S. Army, University of Massachusetts since 1948. Society of American Foresters, American Society of Photogrammetry (Photo-Interpretation Committee).

Donald L. Mader, Assistant Professor (Research) in Forestry, New York State College of Forestry, Syracuse University, B.S., 1950; University of Wisconsin, M.S. (Soils), 1954, Ph.D. (soils), 1956. One year U.S. Navy, one year N.Y. State Conservation Department, one year in family business, the University of Massachusetts since 1956. Soil Science Society of America, Sigma Xi.

Herschel G. Abbott, Instructor in Forestry. University of Maine, B.S., 1943; Harvard University School of Forestry, M.F., 1952; additional graduate work Harvard 1952-3. Three years U.S. Navy, four years as a forester with a lumber company in Maine, University of Massachusetts since 1953. Xi Sigma Pi, Society of American Foresters.

Robert S. Bond, Instructor in Forestry, University of Massachusetts, B.S., 1951; Yale School of Forestry, M.S., 1952. Three years in U.S. Coast Guard, two years as a forester with a lumber company in Arkansas, one year with Massachusetts Department of Natural Resources, University of Massachusetts since 1956. Society of American Foresters.

J. Harry Rich, Associate Professor of Forestry, New York State College of Forestry, Syracuse University, B.S., 1913, M.F., 1937, special courses in Agricultural Economics and Mathematics, University of Wisconsin, 1941 and 1944. Sixteen years in business manufacturing and merchandizing lumber and other forest products, University of Massachusetts since 1933 including one year sabbatical and three years leave of absence during World War II as wood technologist with the Army Air Corps and the Forest Products Laboratory (U.S. Forest Service). Sigma Xi, Phi Kappa Phi, Society of American Foresters, New England Kiln Drying Association (Secretary), Technical Association of the Pulp and Paper Industry, Northeastern Wood Utilization Council, Forest Products Research Society.

Reuben E. Trippensee, Professor of Wildlife Management, Michigan State College, B.S., 1920; University of Michigan, M.S. (Zoology), Ph.D. (Wildlife Management), 1931-4. Two years as Assistant Conservationist U.S. Forest Service, University of Massachusetts since 1936. Sigma Xi, Phi Kappa Phi, Alpha Zeta, Wildlife Society.

William G. Sheldon, Leader, Massachusetts Cooperative Wildlife Research Unit, Yale University, B.A., 1933; Cornell University, M.S. (Biological Sciences), 1946, Ph.D. (Vertebrate Zoology), 1948. One summer Wyoming studying elk, one summer Nova Scotia on geological survey of bogs and lakes, three summers collecting mammals and birds in British Columbia for U.S. National Museum, two years Weyerhaeuser Timber Company, two years zoological expedition to China and Tibet for the American Museum of Natural History, four years U.S. Army, U.S. Fish and Wildlife Service stationed at University of Massachusetts since 1948. Sigma Xi, Ecological Society of America, American Society of Mammalogists, American Ornithological Union, and Wildlife Society.

Staff Publications

Abbott, Herschel G. 1956a. Forest tree nursery practices. American Nurseryman 53 (6), 4 pp.

_____. 1956b. Artificial vs. natural regeneration of abandoned fields in New England. Proceedings, New England Section, Society of American Foresters, Annual Meeting, 1956.

_____ (with W.B. Becker and J.H. Rich), 1956c. Effect of lindane emulsion on insect invasion of white pine sawlogs and the grade yield of resulting lumber. Journal Economic Entomology 49:664-6.

_____ (with W.B. Becker). 1956d. Effect of BHC emulsion sprays on insect invasion of hurricane-felled pine logs and the grade yield of resulting lumber. Paper delivered A.A.A.S. meetings, Dec. 1956 (to be published later).

_____ (with F.E. Cunningham). 1957. Is hardwood planting stock available? (Accepted for publication by the U.S. Forest Service, Northeastern Forest Experiment Station as a Research Note.)

In preparation: (1) with W.B. Becker, a third and final paper on a third trial of BHC sprays to control insects in logs, (2) a paper reporting results in an experiment to control bird damage in forest tree nurseries through the use of repellents.

Holdsworth, Robert P. 1930. Relationship of lumbering operations to adjacent agriculture. Southern Lumberman 138:66,68

_____. 1935. Manwoods project for better land use in 1609. Journal Forestry 33:762.

_____. 1936a. The place of forestry in the nonprofessional school. Journal Forestry 34:395-98.

_____(with J.D. Curtis and D. McCleary). 1936b. The reflecting crown meter. Journal Forestry 34:528-30.

_____(with W.L. Doran and A.D. Rhodes). 1940. Propagation of white pine by cuttings. Journal Forestry 38:817.

_____. 1941a. An adaptation of the Christen hypsometer. Journal Forestry 39:721-22.

_____. 1941b. Multiple-use management applied to timberlands. Journal Forestry 39:868-9.

_____. 1943. Some work on the white pine weevil. Journal Forestry 41:143-4.

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_____. 1946. Forestry at Shrivenham American University. Journal Forestry 44:191-2.

_____. 1953a. Values in measuring the growth of forest trees. Mass. Extension Service, Special Circular 220.

_____. 1953b. Growing pines in Massachusetts. Mass. Extension Service, Special Circular 37 Revised.

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Mader, D.L. 1953. Physical and chemical characteristics of the major types of forest humus found in the United States and Canada. Soil Sci. Soc. Amer. Proc. 17:155-158.

_____. 1954a. Certain microbiological characteristics of selected genetic types of forest humus. Transactions of the Wisconsin Academy of Sciences, Arts and Letters 43:89-92.

_____. 1954b. Chemical and microbiological characteristics of the major genetical types of forest humus. M.S. Thesis. Univ. of Wisconsin Library.

_____. 1956. Effect of humus of different origin in moderating the toxicity of biocides. PhD Thesis. Univ. of Wisconsin Library.

_____.. 1957. Use of forest humus to reduce the toxicity to tree seedlings from insecticides, fungicides, and herbicides in the soil. Soil Sci. Soc. Amer. Proc. 1956 (in print).

In preparation: a paper reporting the results of applying chemical herbicides to forest tree nursery beds for the control of herbaceous weeds.

McConnell, William P. (with L.E. Garvin) 1956. Cover mapping a state from aerial photographs. Photogrammetric Engineering 22:702-7.

Rhodes, Arnold D. (with H.W. Hicock and A.R. Olson). 1939. Volume tables for plantation-grown white pine in Connecticut. Conn. Agr. Exp. Station B ul. 427.

_____. 1940. (See Holdsworth, 1940).

_____. 1953. Role of science in the professional forestry curriculum. Journal Forestry 51:436-40.

_____. 1956. Comparison of lead arsenate, methoxychlor, and benzene hexachloride for control of white pine weevil. Journal Forestry 54:134-5.

In preparation: (1) a report on thinning tests in red pine over a period of ten years, (2) a report on the effect of certain herbicides applied in different ways, dosages, and seasons as a means of killing broadleaved trees and controlling subsequent resprouting.

Rich, J. Harry. 1934. An American Civilian Conservation Corps. Scottish Forestry Journal 48:39-42.

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_____. 1956b. (See Abbott, 1956c.)

Sheldon, William G. 1932. Mammals collected or observed in the vicinity of Laurier Pass, B.C. Journ. Mamm. 13 (3):196-203.

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_____. 1956c. Annual survival of Massachusetts male woodcocks. Journ. Wildl. Mgt. 20:420-427.

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Trippensee, R.E. 1934. Biology and management of the cottontail rabbit. PhD. Thesis.

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Forest Research in Progress

Project No.	Title and Brief Description
Hatch 72	The Culture of Coniferous Nursery Stock in Massachusetts. (Work to date has been concerned with the testing of numerous herbicides to control weeds in nursery beds, and of various new repellents applied to seeds to control damage by birds. Results in both cases have been most encouraging.)
Hatch 73	Forest Stand Improvement by the Use of Chemicals to Kill Inferior Trees. (Trees on quarter and full acre plots have been treated with different herbicidal materials in varying dosages, manner and season of application to determine lethal effect and influence on degree of resprouting. In the latest series, plots have been treated each month throughout the year.)
Hatch 74	A Method to Minimize the Adverse Effect Upon Tree Form of Attack by the White Pine Weevil. (A test of pruning the crowns of sapling white pines as a means of correcting the deformity of stem caused by attacks of the white pine weevil.)
Hatch 75	Growth and Yield of Managed Forests. (A long-range (40-60 years) study of stand growth based on permanent sample plots on which all trees are individually tagged and their development recorded. Records are kept of growth, mortality, materials removed in periodic thinnings, etc. Twenty-seven plots have now been established involving approximately 4000 trees, the earliest units dating back 10 years.)
Hatch 76	Natural Regeneration of Eastern White Pine from Seed. (The effect of seedbed characteristics on the natural establishment of white pine.)
Hatch 77	Ecological Succession on Abandoned Farmlands in Massachusetts. (A study of succession on old fields and other abandoned agricultural land as it affects wildlife habitat and conversion to forest.
Hatch 78	Influence of Soil Conditions on the Growth of Forest Stands: Part I - Red Pine. (An analysis of soil and topography as factors in the growth and yield of red pine. This study, now underway, has been proposed for inclusion in regional research project NE-27 involving several state experiment stations in the Northeast. If the proposal is accepted, as seems likely, it will receive substantial additional financial support. It is this project on which our first graduate student will be engaged if we are permitted to give graduate work.)

Hatch 123 Marketing Forest Products in Massachusetts

(Massachusetts' contribution to regional project NEM-6, a study of the factors affecting the sale and distribution of products produced on farm forests.)

Hatch 136 Artificial Regeneration of Eastern White Pine and Other Conifers by Direct Seeding.

(A study of forest establishment by direct seeding as a substitute for establishment by planting trees, concerned with such problems as seedbed preparation, bird and rodent control, and seed treatment.)

In addition the Department is carrying on nine research projects in wildlife management on which seven graduate students are working. One project is supported by the Agricultural Experiment Station, the other eight are carried on under the Massachusetts Cooperative Wildlife Res arch Unit stationed at the University. A list of these projects follows, details of which may be found in the quarterly reports of the Cooperative Unit.

1. Ecological Survey Project

Vegetative type mapping of the state from aerial photographs.

2. Evaluation of Forest Types as Game Cover

A study of the correlation of tree crown cover as depicted on ecological survey maps and ground cover.

3. Posted Land Study

A statistical analysis of extent and reasons for posting private lands in Massachusetts.

4. Ruffed Grouse Project

(1) A long-term study of the effect of land change and hunting on grouse populations.

(2) The development of a census technique to establish a spring index of grouse populations.

5. Woodcock Project

A long-term intensive study of ecology, behavior, and populations of this migratory upland game study. Federal regulations are based to some extent on Massachusetts study.

6. Deer Project

An analysis of the status of the Massachusetts deer herd as revealed from data collected at the annual state deer-kill checking stations.

7. Otter project

A study of the importance of the otter as a fish predator in Quabbin Reservation and its economic importance in the state.

8. Porcupine Control Project

Development of effective poisons and repellents for the Canadian porcupine.

9. Bird Control Project (supported by Agr. Exp. Station)

Development of effective control of passerine birds which destroy agricultural crops of various kinds.

FORESTRY

Arnold D. Rhodes, major adviser

Applicants for admission who plan to major in forestry customarily should have completed an undergraduate major in that field. An exception may be made in the case of individuals having a strong background in a related discipline or the basic sciences. Candidates for a Master's degree majoring in forestry must complete a thesis as a requirement for graduation. Emphasis may be in the area of forest soils, forest ecology, silviculture, or marketing.

COURSES OPEN TO GRADUATE STUDENTS ONLY

(For either major or minor credit)

200. Special Problems.--Selected research problems in forestry not related to the candidate's thesis.

Credit, 3
The Staff

201. Advanced Forest Soils.--the relation of soils to tree growth and other environmental factors with particular emphasis on research methods, site evaluation, water relationships, and fertility; laboratory and field exercises.

Credit, 3
Mr. Mader

202. Aerial Photo-Interpretation.--Advanced aerial photo-interpretation emphasizing the analysis of natural vegetation, especially forest vegetation; a wide selection of aerial photographs are available for interpretive study and cartography.

Prerequisite, Forestry 171 or equivalent.

Credit, 3
Mr. MacConnell

203. Advanced Forest Ecology.--Forest environment, how it may be altered, and the effect of such alteration upon forest establishment and development.

Prerequisite, Forestry 153 or equivalent.

Credit, 3
Mr. Rhodes

300. Thesis, Master's Degree.

Credit, 6-10
The Staff

COURSES OPEN TO BOTH GRADUATE AND UNDERGRADUATE STUDENTS
(For either major or minor credit.)

153. Silvics.--Forest ecology as a foundation for silvicultural practice: the physiological basis of forest ecology; environmental factors, their effect upon vegetation, and how they are influenced by it; the development and silvical habits of the individual tree; the development, characteristics and classification of forest communities; plant indicators; methods for the study and analysis of vegetation and its environment.

Two class hours; one 4-hour laboratory period. Credit, 3
Mr. Rhodes

154. Forest soils.--The structure, development and maintenance of forest soils; their relationship to applied silviculture and forest productivity; the literature of forest soils with special reference to American experience.

Three class hours. Credit, 3
Mr. Mader

155. Elements of Forest Mensuration--Methods of determining the volume and value of the forest growing stock; type mapping as it pertains to timber cruising, the field work includes mapping and timber estimating on forest realistic in size and condition and the submission of inventory reports. Given each summer and in alternate years the first semester.

Two class hours; one 4-hour laboratory period. Mr. MacConnell
Summer course: 3 44-hour weeks. Mr. Bond

156. Principles of Silviculutre. The methods of establishing and developing forest stands through the application of correct silvicultural practice. Intermediate cuttings and reproduction systems. Field work in applied silviculture, including the marking of forest stands for silvicultural treatment, is given on University forest property. Credit, 3

Two class hours; one 4-hour laboratory period. Mr. Rhodes and
Mr. Holdsworth

157. Forest Economics and Policy.--This course considers the forest as a resource yielding direct forest values and social benefits. The history of American forestry and the development of a forest policy together with the role of the forest in American economy are considered. Credit, 3

Three class hours. Mr. Holdsworth

159. Forest Protection.--The principles of protecting forests from all harmful agencies but with special reference to the prevention and control of forest fires, insects, and disease. Other agencies are treated in accordance with their importance. Credit, 3

Three class hours. Mr. Abbott

171. Aerial Photogrammetry.--Principles of photogrammetry leading to the application of aerial photography in forest management, wildlife biology, engineering, geology, and other fields dealing with large land surfaces. Photographic interpretation and map making from aerial photographs are laboratory activities.

Two class hours; one 4-hour laboratory period. Credit, 3

Mr. MacConnell, Mr. Bond

175. Manufacture and Distribution of Forest Products.--A study of the techniques of manufacturing forest products, including production and cost studies; also the seasoning, grading and special processing prerequisite to marketing.

Three class hours. Credit, 3
Mr. Rich

180. Wood Technology.--The structure, composition and properties of wood in relation to its economic utilization; wood-liquid relationships as they affect seasoning, preservation, and technological process for industrial purposes. A survey of the technological advances in the use of wood. Credit, 3

Three class hours Mr. Rich

180. Principles of Forest Management.--The organization of the forest for sustained yield management with a study of the underlying principles. Forest regulation. The preparation of forest management plans. Credit, 3

Prerequisites, Forestry 155 and 156. Mr. MacConnell

181. Regional Silviculture.--The practice of silviculture as applied in the several forest regions of the United States with special reference to the treatment of the tree species of commercial importance. Emphasis is given to the factors, both natural and economic, which govern silviculture in these regions.

Three class hours. Credit, 3
Mr. Rhodes

182. Artificial Propagation of Forests, and Forest Tree Improvement.--Reproductive characteristics of forest trees, artificial propagation of forest stands by direct seeding and forest planting, nursery management and problems, fundamentals of tree improvement through provenance tests, selection of superior phenotypes, and hybridization. Credit, 3

Two class hours; one 4-hour laboratory period. Mr. Abbott

185. Air Seasoning and kiln drying.--A study of the proper conditioning of wood products by air seasoning and kiln drying, of moisture relation in the wood, and of kiln operation. Credit, 3

Three class hours. Mr. Rich

COURSES FOR MINOR CREDIT ONLY
(No graduate credit for students majoring in Forestry.)

190. Forest Management of Watersheds.--Admission on recommendation of student's major adviser. A study of forest site--water factor relationships; the improvement of watershed forests through applied silviculture; relative suitability of tree species for watershed uses; forest protection measures. Credit, 3

Three class hours. Mr. Holdsworth

Courses in Other Departments for Which Major or Minor Credit Will be Given

Agricultural Economics 155. Marketing.	Credit, 3 Mr. Lindsey
Agricultural Economics 177. Elementary Experimental Statistics	Credit, 3 Mr. Russell
Agricultural Economics 179. Elementary Economic Statistics	Credit, 3 Mr. Russell
Agricultural Economics 180. Advanced Statistical Method.	Credit, 4 Mr. Russell
Agricultural Engineering 173. Farm Structures.	Credit, 3 Mr. _____
Agronomy 263. Chemistry of the Soil	Credit, 4 Mr. Steckel
Agronomy 264. Experimental Methods in Agronomy	Credit, 3 Mr. Yegian
Agronomy 157. Soil Formation	Credit, 3 Mr. Everson
Agronomy 179. Soil Physics	Credit, 3 Mr. Steckel
Agronomy 184A. Soil Chemistry	Credit, 3 Mr. Steckel
Agronomy 184B. Soil Chemistry Laboratory	Credit, 2 Mr. Steckel
Botany 200. Special Problems	Credit, 1-5 The Staff
Botany 202, 203. Advanced Plant Physiology	Credit, 2-4 Mr. Kozlowski, Mr. Gentile
Botany 207. Advanced Plant Ecology	Credit, 3 Mr. Livingston
Botany 158. Microtechnique	Credit, 2 Mr. Putala
Botany 181. Plant Ecology	Credit, 3 Mr. Livingston
Botany 182. Plant Geography	Credit, 2 Mr. Livingston
Botany 189. Plant Cytogenetics	Credit, 3 Mr. _____

Business Administration 211.	Accounting in Management	Credit, 3 Mr. Colewell
Business Administration 222.	Marketing Management	Credit, 3 Mr. Hardy
Business Administration 164.	Personnel Management	Credit, 3 Mr. Hackamack, Mr. Rivers
Business Administration 166.	Transportation & Traffic	Credit, 3 Mr. Rivers
Business Administration 173.	Advertising	Credit, 3 Mr. Hardy
Business Administration 176.	Purchasing	Credit, 3 Mr. Zane
Chemistry 151, 152.	Organic Chemistry	Credit, 4 Mr. Richie, Mr. McWharten
Chemistry 181.	Organic Chemistry	Credit, 3 Mr. Cannon
Chemistry 183.	Advanced Quantitative Analysis	Credit, 3 Mr. Roberts
Entomology 212.	Geographical Distribution of Animals & Plants	Credit, 3 Mr. Alexander
Geology 151, 152.	Mineralogy	Credit, 3 Mr. Nelson
Geology 151.	Geomorphology.	Credit, 3 Mr. Smith
Pomology 152.	Plant Breeding Methods	Credit, 3 Mr. French

Committee

Records

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